Join a Zoom Meeting as a Participant

Click on the link in the invitation you were sent or your Outlook calendar entry.

Dan Horn is inviting you to a scheduled Zoom meeting.



Zoom will attempt to open in your default browser.

You should see a screen similar to this. If you have previously joined a Zoom meeting, it will open the meeting.

zoom



If you have never joined a Zoom meeting before, you may see a box in Windows 10 asking you to select an app. Click on Download & run Zoom in the screen above.

At the bottom of the screen (using Google Chrome) you will see that a file was downloaded. Click on the file.



A box similar to this will pop up indicating the application is installing.



When the application has completed installing, it will come up with the meeting in the background and a box asking how you want to join for audio.

Choose ONE of the audio conference options X			
🜿 Phone Call	🗖 Computer Audio		
Join with Computer Audio Test speaker and microphone			
		Automatically join audio by computer when joining a meeting	

You will select Join with Computer Audio. There is an option below the button to test the speaker and microphone.

After you select that option, you will be joined into the meeting.