

# JOINING A MEETING VIA ZOOM

Please note, your health information security and privacy is of utmost important to us. Zoom is HIPAA compliant and each meeting link and ID is unique to each appointment.

## GETTING STARTED

### DO I NEED A ZOOM ACCOUNT?

No, you don't need a Zoom account to join an AllHealth Network Zoom meeting.

### HOW CAN I MAKE SURE I'M SET UP CORRECTLY?

You can join a test meeting to familiarize yourself with Zoom before your Zoom appointment. Go to <https://zoom.us/test> to try this out for yourself.

### WHAT DOES MY ZOOM INVITE CONTAIN?

If you're invited to a Zoom meeting, you'll receive a link you can click on, and/or a 9, 10, or 11-digit Meeting ID number. The meeting often also has a password.

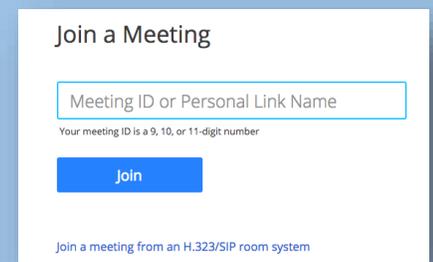
## JOINING A ZOOM MEETING FROM YOUR DESKTOP COMPUTER OR LAPTOP

### HOW DO I JOIN VIA A LINK?

If you have been sent a link, you can just click on that link and it will take you to the meeting. If the meeting has a password, it is automatically included in the link so you don't need to enter that separately.

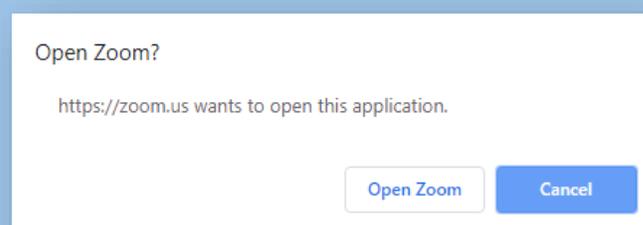
### HOW DO I JOIN VIA A MEETING ID?

If you have been sent a 9, 10, or 11-digit Meeting ID, go to [zoom.us](https://zoom.us) and click on *Join a Meeting* in the top right-hand corner. Type in the Meeting ID, and your name if prompted. If the meeting has a password, you'll be prompted to enter that on the next screen.



### TIP:

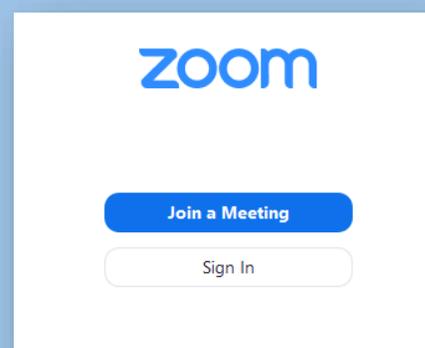
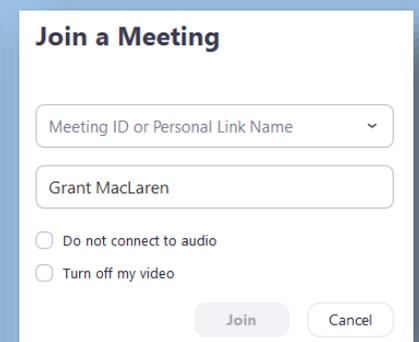
Click *Open Zoom* if prompted.



## USING THE DESKTOP CLIENT FROM YOUR COMPUTER OR LAPTOP

### THE ZOOM DESKTOP CLIENT

If you'd like to go a step further, you can download the Zoom Desktop Client. This is an app on your desktop which will give you a shortcut to joining Zoom meetings. To download, go to [zoom.us/download](https://zoom.us/download) and click on *Zoom Client for Meetings*.

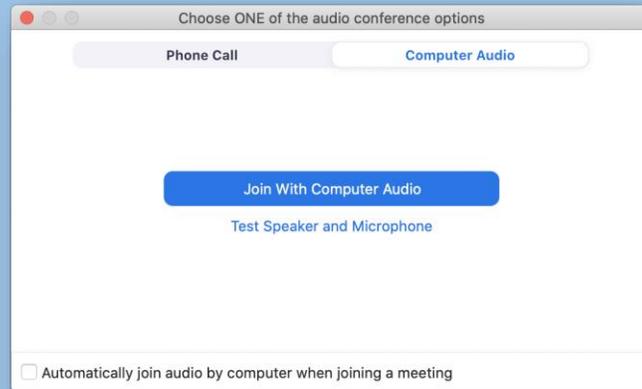
# JOINING A MEETING VIA ZOOM

## AUDIO ON YOUR DESKTOP COMPUTER OR LAPTOP

### THE ZOOM DESKTOP CLIENT

After joining the Zoom meeting, you will be prompted to join the room's audio. There are two ways to join meeting audio:

- joining via computer
- joining via telephone

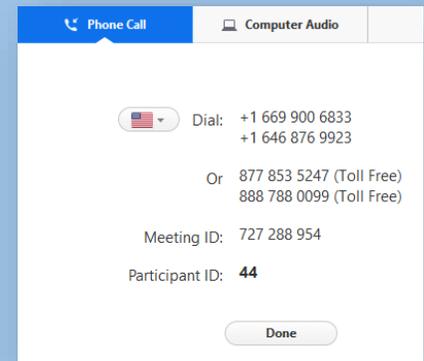


### USING COMPUTER AUDIO

Click on *Join With Computer Audio* so you can listen in and use your mic.

### USING TELEPHONE AUDIO

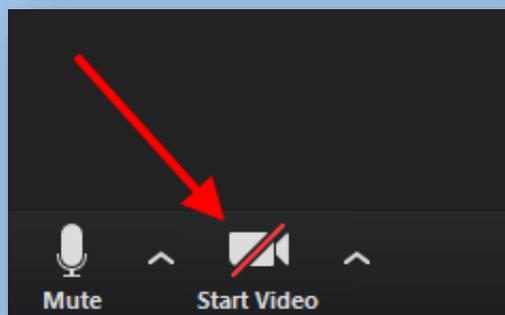
Click on the *Phone Call* tab then dial one of the numbers shown. You will be prompted to enter the Meeting ID and your Participant ID.



## VIDEO ON YOUR DESKTOP COMPUTER OR LAPTOP

### USING COMPUTER AUDIO

You can select to join the meeting with your video on. If your video is not on once you're in the meeting, simply click on Start Video in the bottom left-hand corner.



# JOINING A MEETING VIA ZOOM

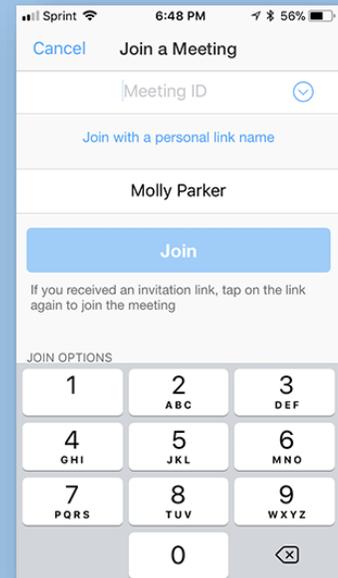
## JOINING A ZOOM MEETING FROM YOUR PHONE

### DOWNLOAD THE APP

Download the Zoom mobile app from the App Store (iPhone) or from the Google Play Store (Android). Then open the app on your phone.

### JOIN THE MEETING

Tap Join a Meeting if you want to join without signing in. Enter the meeting ID number and your display name. Choose to connect audio and video and tap Join Meeting.

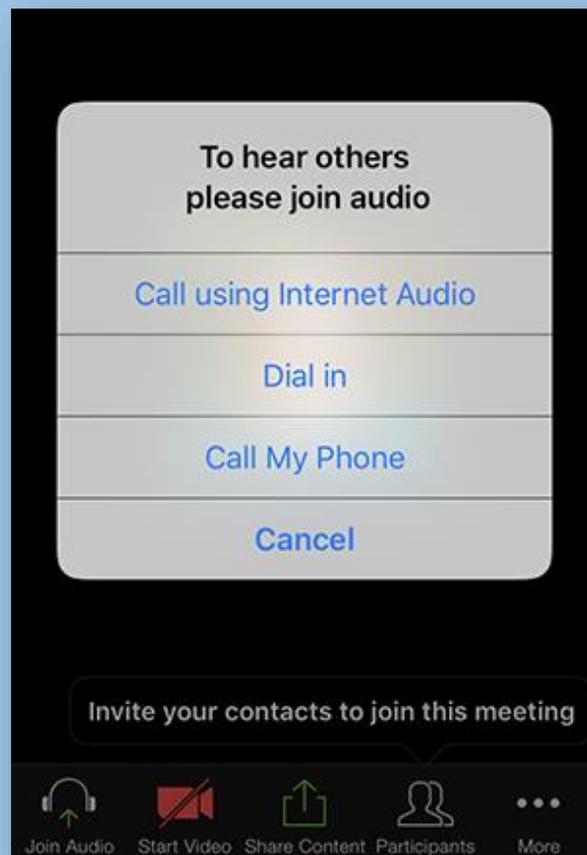


## AUDIO ON YOUR PHONE

### USING YOUR PHONE'S AUDIO

[Recommended] Tap *Call using Internet Audio*: The speaker and microphone connect using the Zoom app rather than a telephone call.

Tap *Dial in*: Prompts you to dial into the meeting through a phone call.



## VIDEO ON YOUR PHONE

### USING YOUR PHONE'S VIDEO

You can select to join the meeting with your video on. If your video is not on once you're in the meeting, simply click on the *Start Video* icon in the corner.