



Zoom Guide for Students

~ The ESL Learning Center Technology Series ~

Joining a Zoom Meeting

Step 1: Open Your Email



You have two choices for step 2:

- **Join online by clicking the URL (link)**
- OR**
- **Join by dialing a phone number**

Online - Step 2: Click the URL (link) in the email

Hi there,

Faith is inviting you to a scheduled Zoom meeting.

Topic: Grammar Workshop

Time: May 25, 2020 05:00 PM Pacific Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android

<https://cccconfer.zoom.us/j/93334383113?pwd=Y2xsQkJ1NzROOG1DVlpNbTFFNSszUT09>

Password: 608422

Or iPhone one-tap (US Toll): +13126266799,93334383113# or +16468769923,93334383113#

Or Telephone:

Dial:

+1 312 626 6799 (US Toll)

+1 646 876 9923 (US Toll)

+1 301 715 8592 (US Toll)

+1 346 248 7799 (US Toll)

+1 669 900 6833 (US Toll)

+1 253 215 8782 (US Toll)

Meeting ID: 933 3438 3113

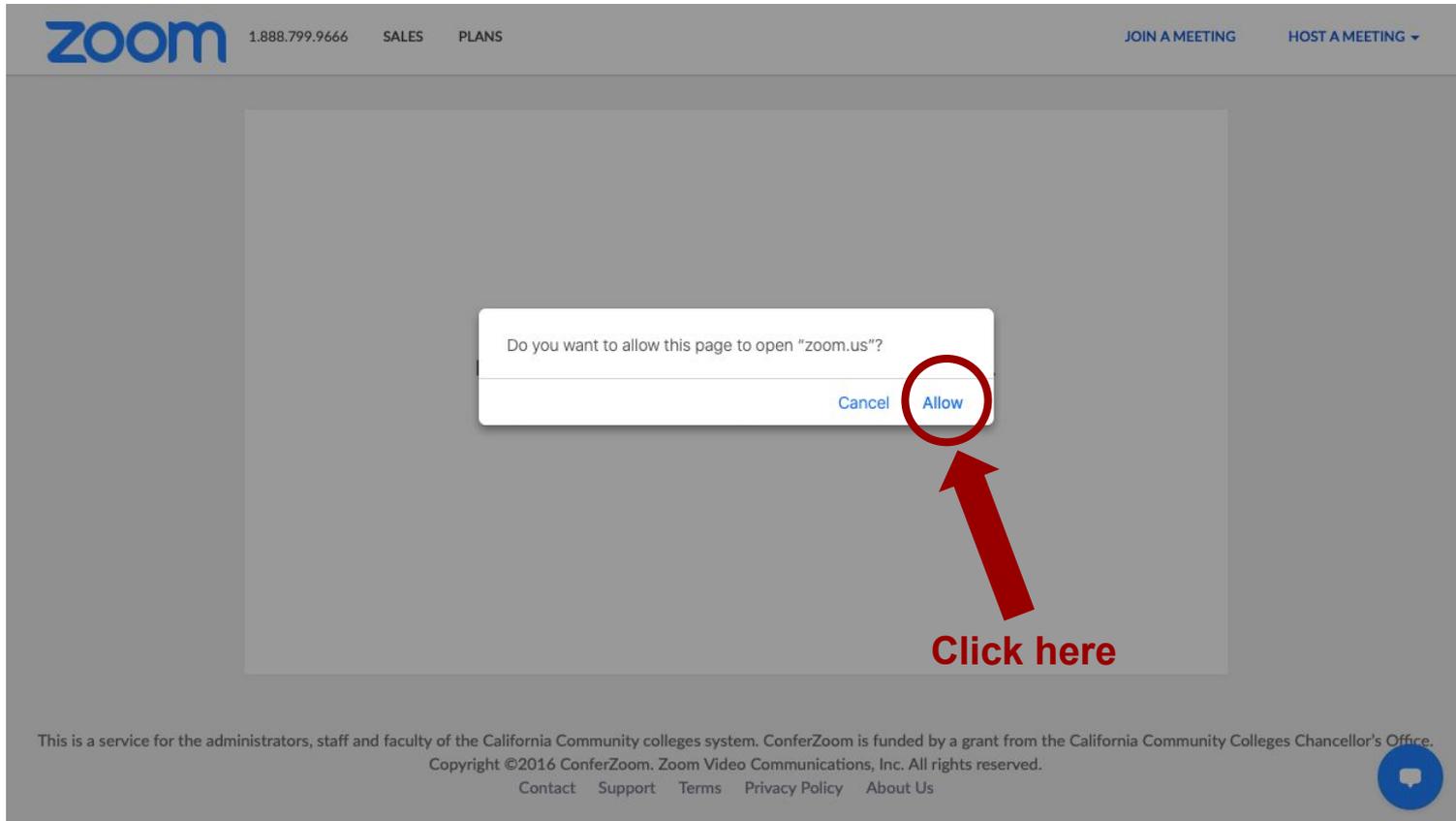
International numbers available: <https://cccconfer.zoom.us/j/93334383113>

Or Skype for Business (Lync):

<SIP:93334383113.608422@lync.zoom.us>



Online - Step 3: Click “Allow”



The image shows a screenshot of the Zoom website's header and a central dialog box. The header includes the Zoom logo, the phone number 1.888.799.9666, and links for SALES and PLANS. On the right side of the header, there are links for JOIN A MEETING and HOST A MEETING with a dropdown arrow. The central dialog box is white and contains the text "Do you want to allow this page to open 'zoom.us'?". Below the text are two buttons: "Cancel" and "Allow". The "Allow" button is circled in red, and a red arrow points to it from the bottom right, with the text "Click here" written in red below the arrow. At the bottom of the page, there is a footer with a disclaimer: "This is a service for the administrators, staff and faculty of the California Community colleges system. ConferZoom is funded by a grant from the California Community Colleges Chancellor's Office. Copyright ©2016 ConferZoom. Zoom Video Communications, Inc. All rights reserved." and a footer menu with links for Contact, Support, Terms, Privacy Policy, and About Us. A blue chat icon is located in the bottom right corner of the footer area.

zoom 1.888.799.9666 SALES PLANS JOIN A MEETING HOST A MEETING ▾

Do you want to allow this page to open "zoom.us"?

Cancel Allow

Click here

This is a service for the administrators, staff and faculty of the California Community colleges system. ConferZoom is funded by a grant from the California Community Colleges Chancellor's Office. Copyright ©2016 ConferZoom. Zoom Video Communications, Inc. All rights reserved.

Contact Support Terms Privacy Policy About Us

Online - Step 4: If nothing opens, click the blue text



1.888.799.9666

SALES

PLANS

JOIN A MEETING

HOST A MEETING ▾



If nothing prompts from browser

[download & run Zoom](#)

If you cannot download or run the application,

[start from your browser.](#)

Click here if you want to download Zoom on your computer.

Click here if you want to continue without downloading.

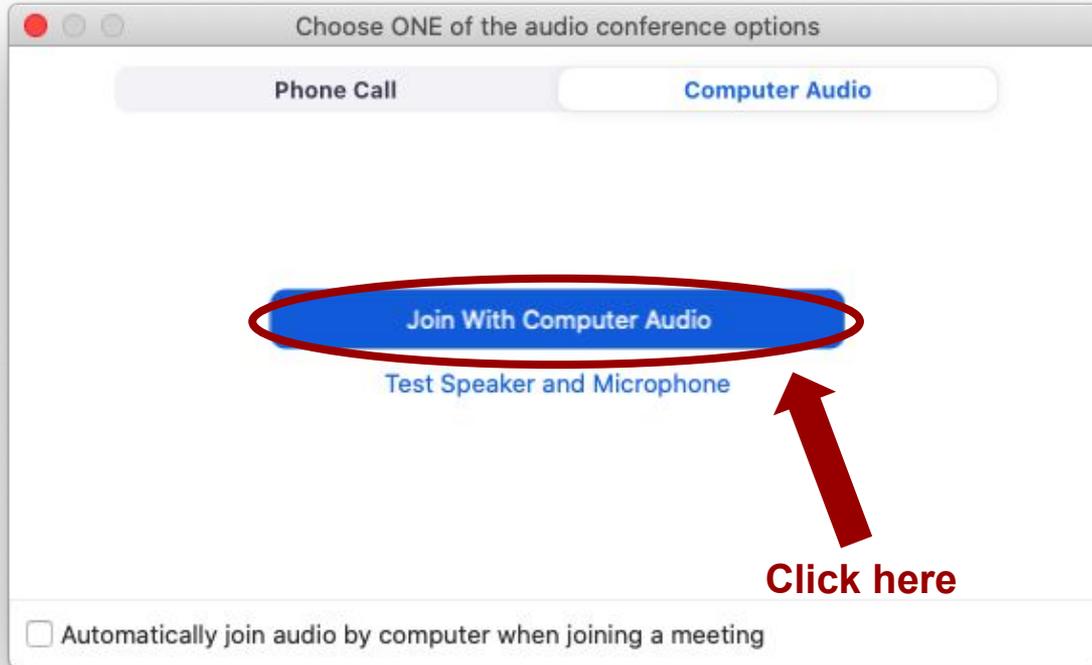
This is a service for the administrators, staff and faculty of the California Community colleges system. ConferZoom is funded by a grant from the California Community Colleges Chancellor's Office.

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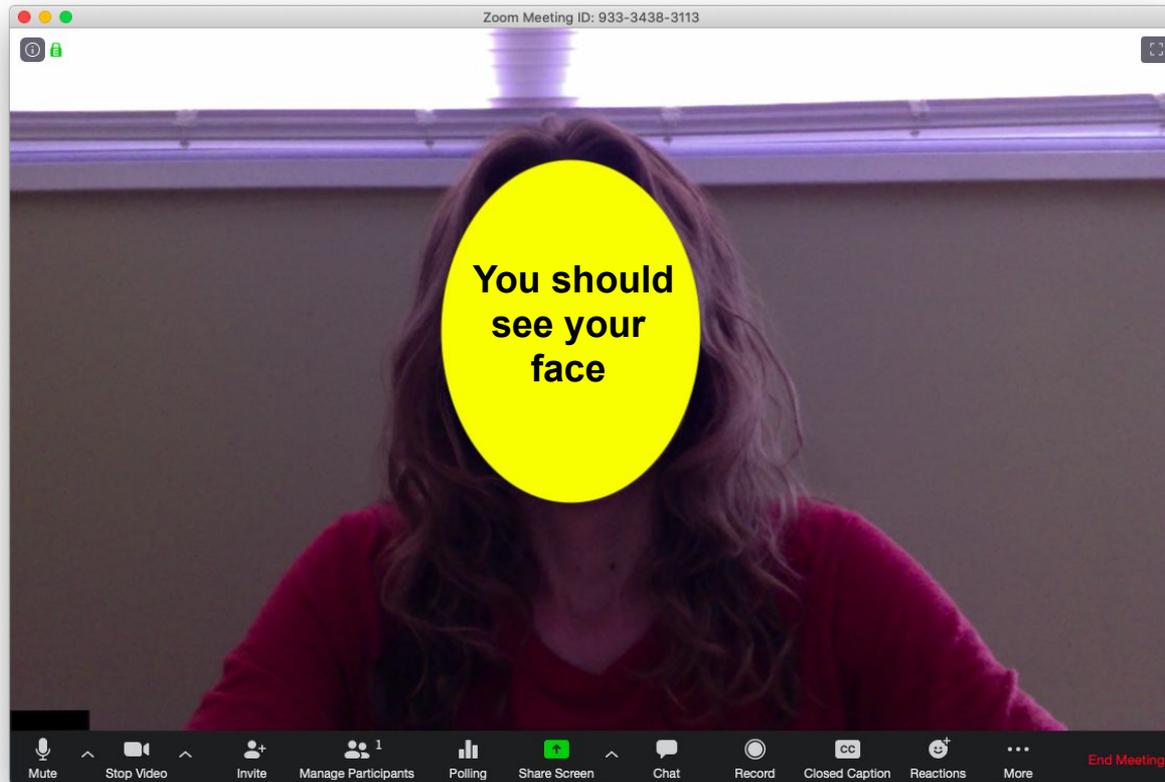
[Contact](#) [Support](#) [Terms](#) [Privacy Policy](#) [About Us](#)



Online - Step 5: Click “Join With Computer Audio”



Online - Zoom should now open!



Dial - Step 2: Dial a phone number in the email

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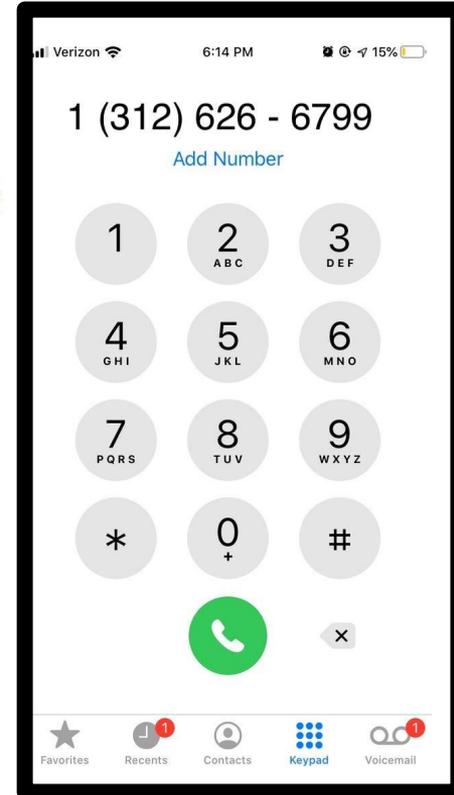
International numbers available: <https://cccconfer.zoom.us/u/abY7Qah0t>

Or Skype for Business (Lync):

<SIP:93334383113.608422@lync.zoom.us>



**Dial one of these
phone numbers.**



Dial - Step 2: Enter the Meeting ID

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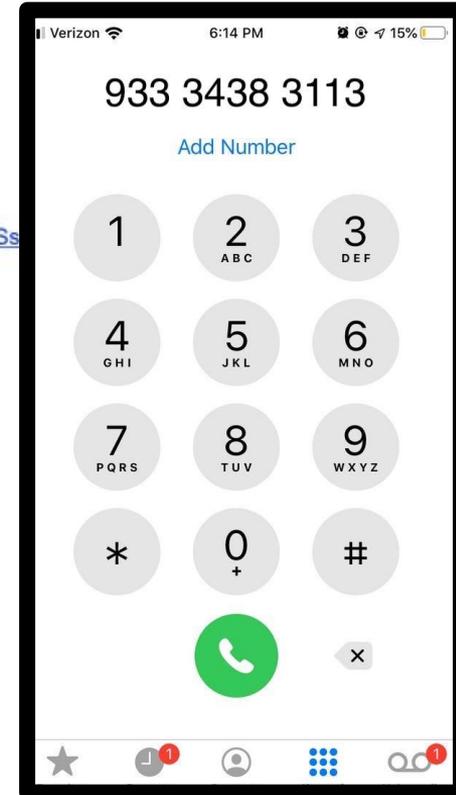
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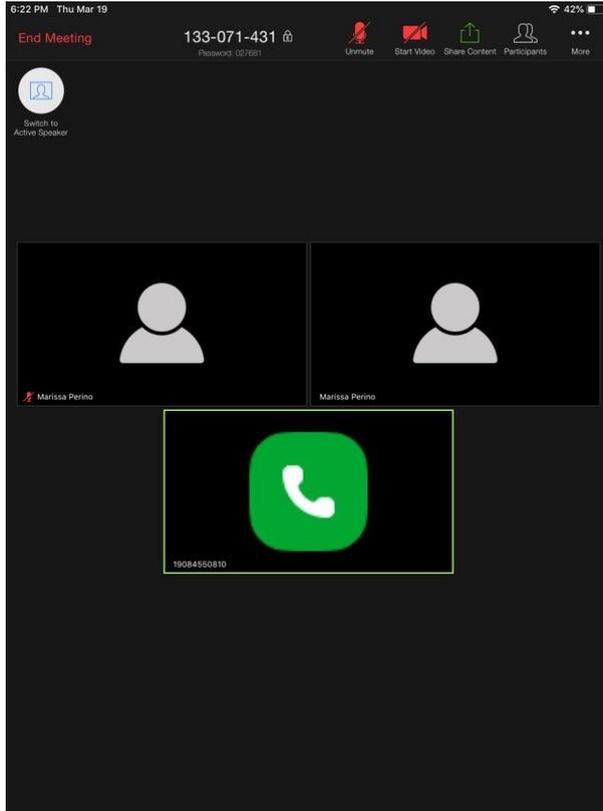
Or Skype for Business (Lync):

<SIP:93334383113.608422@lync.zoom.us>



**Enter the meeting ID
on your dialpad
when prompted.**

Dial - Zoom should now open!



You may see a screen that looks like this. If you join Zoom by dialing in, you will see a phone symbol instead of your face.

Other Screens You May
Sometimes See

You Might See: A Waiting Room Screen

 Zoom



Please wait, the meeting host will let you in
soon.

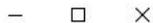
Zoom Testing

4/7/2020

Test Computer Audio

You Should: Wait for the Meeting to Start

 Zoom



Please wait, the meeting host will let you in soon.

Zoom Testing

4/7/2020

Test Computer Audio

You Might See: A Password Screen



Enter meeting password

Join Meeting

Cancel

You Should: Find and Type in the Password

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Or Skype for Business (Lync):

[SIP:93334383113.608422@lync.zoom.us](skype://93334383113.608422@lync.zoom.us)



If you need a meeting password, find it here in the invitation email. Copy it or remember it, and then paste or type it on the password screen.

You Might See: A Meeting ID Screen

Join a Meeting

Your meeting ID is a 9, 10, or 11-digit number

Join

You Should: Find and Type in the Meeting ID

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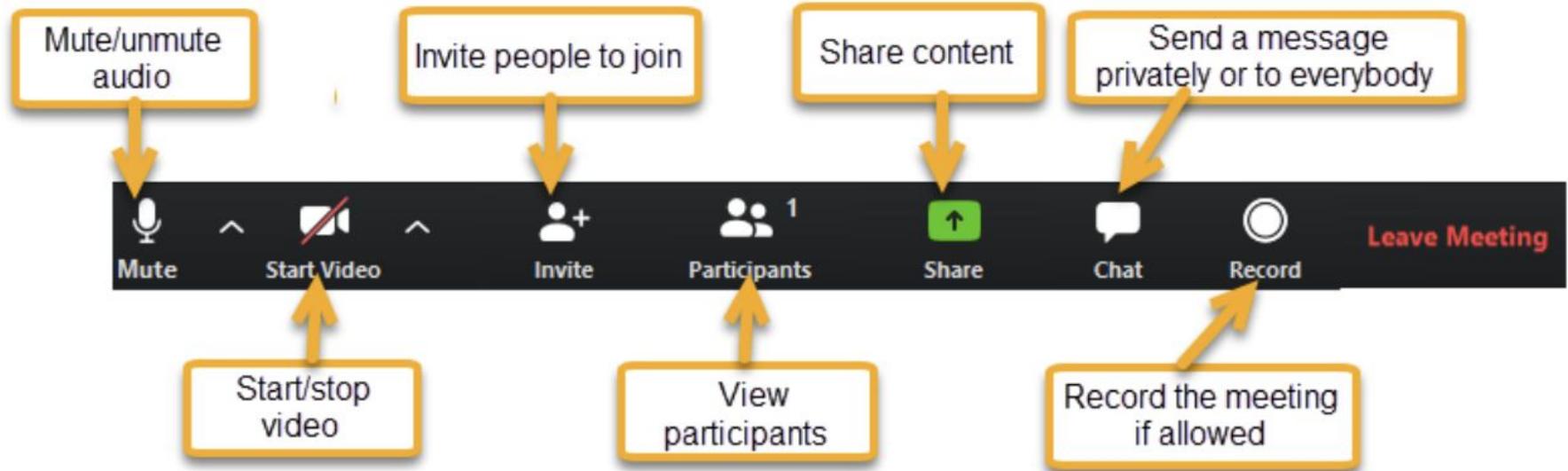
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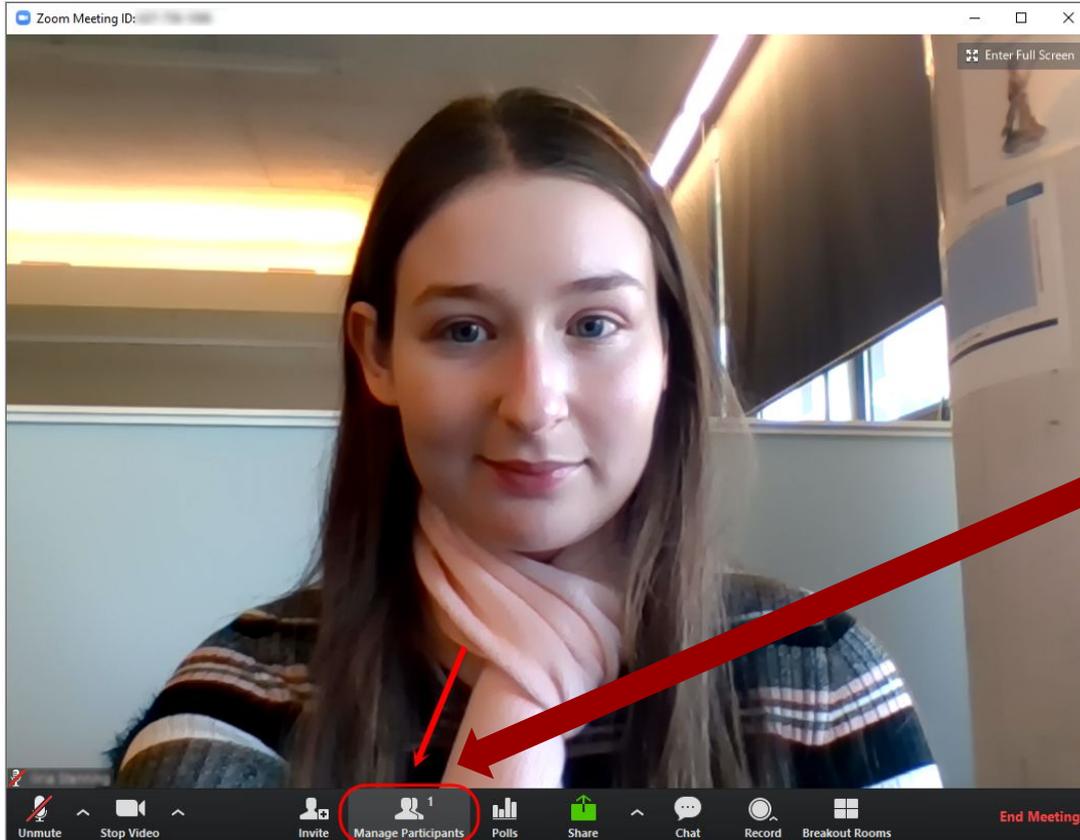
If you need a meeting ID, find it here in the invitation email. Copy it or remember it, and then paste or type it on the meeting ID screen.

Meeting Controls

Computer View - Meeting Controls Overview

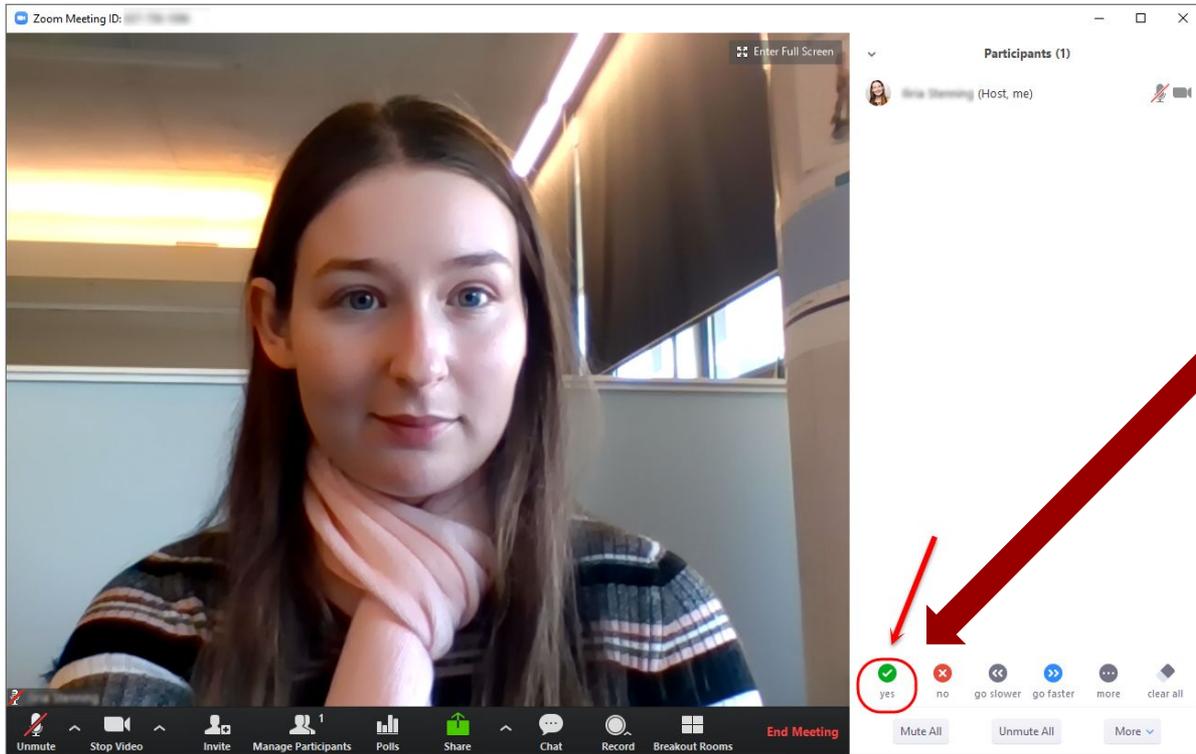


Computer View - Click “Manage Participants”



Click “Manage Participants”
to open reaction options.

Computer View - Manage Participants Open



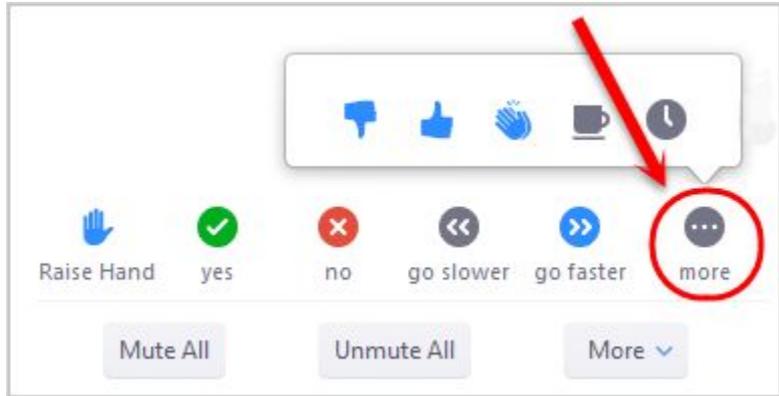
A sidebar will open to the right. You can choose from the reactions at the bottom of the sidebar. For example, click “yes” to answer “yes” to the instructor’s question.

Computer View - Reactions



Your reaction will appear next to your name.

Computer View - More Reactions



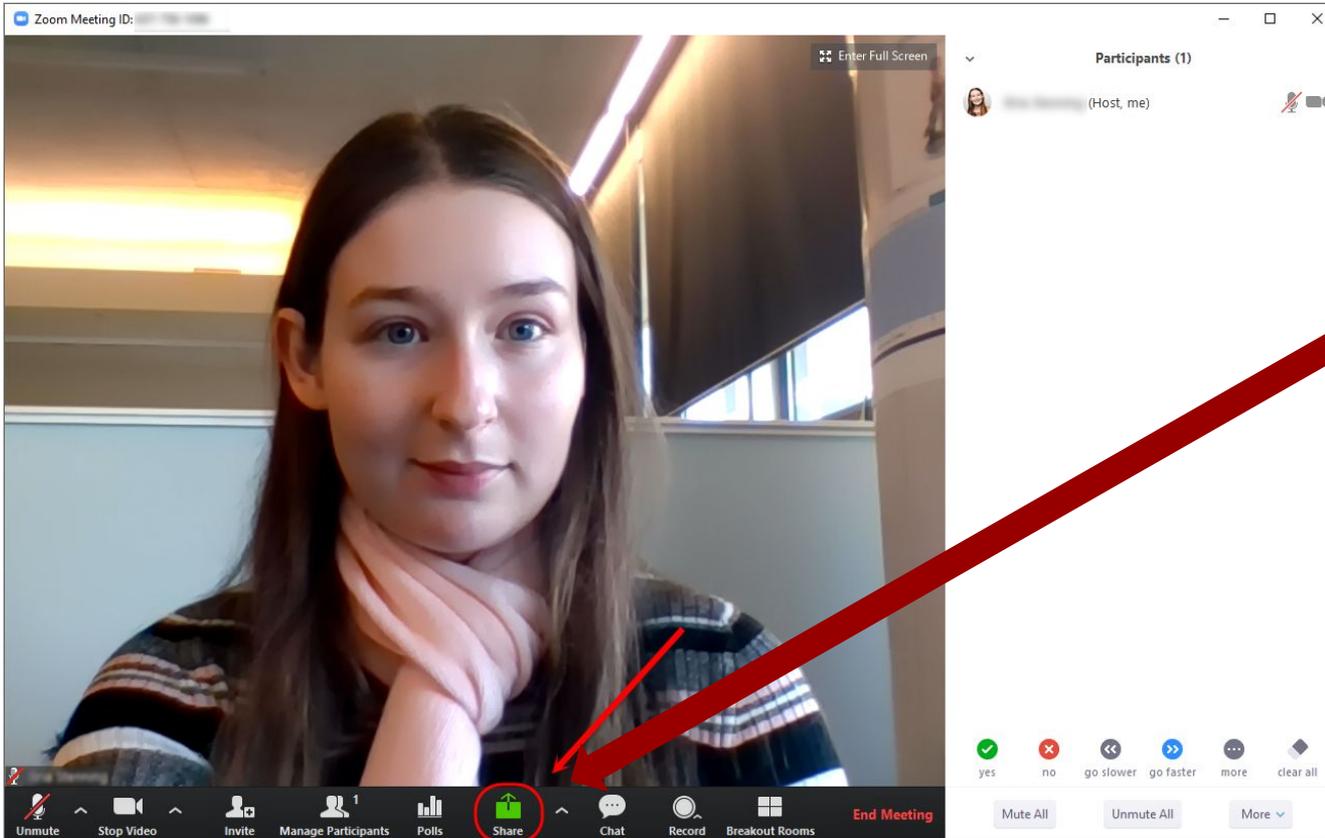
Click “more” for more reaction options.

Computer View - Ask a Question

The screenshot shows a Zoom meeting window. The main content area displays a slide from The University of Queensland Australia with the text: "Humans have five senses. React: True = Yes False = No". The bottom toolbar contains icons for Unmute, Start Video, Invite, Participants (2), Share, Chat, Record, and Leave Meeting. On the right side, there is a 'Participants (2)' panel showing 'Me' and 'Host'. Below the main content, a control bar includes a 'Raise Hand' button (circled in red), 'yes', 'no', 'go slower', 'go faster', and 'more' buttons. A red arrow points to the 'Raise Hand' button, and a larger red arrow points from the text on the right towards the 'Raise Hand' button.

Click “Raise hand” if you want to ask the instructor a question.

Computer View - Share Content



Click “Share” to show the instructor or class your PowerPoint presentation or other content on your computer screen.

Mobile Phone - Control Overview



Click on “More” to see a list of non-verbal feedback reactions (e.g., yes/no, raise hand, etc.).



Non-verbal feedback reactions will display next to your name like this.