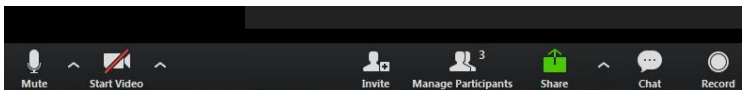


Attend a Zoom Meeting

1. Click the Zoom link provided for your meeting.
2. First time Zoom attendees, follow the on screen prompts to download and run Zoom launcher. The file name is zoomusLauncher.exe
3. If the host has not started the meeting you will see a note. Please wait for the host.
4. If the host started the meeting you will be prompted to join with computer audio or a phone call. Computer audio is preferred.



5. In the meeting room you will have access to the following controls:



Mute: toggle on/off to mute and unmute your microphone. Keep your microphone on mute unless you are actively speaking.

Start video: Toggle to turn video on/off. It is best practice to use a webcam during Zoom meetings.

Share Screen: Click to open share screen options.

Chat: Send messages to everyone or select individuals via chat.

Record: Your meeting facilitator will be responsible for recording the meeting.

Need more information? Find detailed instructions including screenshots by clicking the links below.

[Join a Zoom Meeting](http://go.osu.edu/JoinZoomMeeting) or visiting <http://go.osu.edu/JoinZoomMeeting>

[Test Computer Audio](http://go.osu.edu/TestZoomAudio) or visiting <http://go.osu.edu/TestZoomAudio>

[Test Computer Video](http://go.osu.edu/TestZoomVideo) or visiting <http://go.osu.edu/TestZoomVideo>

[Share Your Screen](http://go.osu.edu/ZoomShareScreen) or visiting <http://go.osu.edu/ZoomShareScreen>

