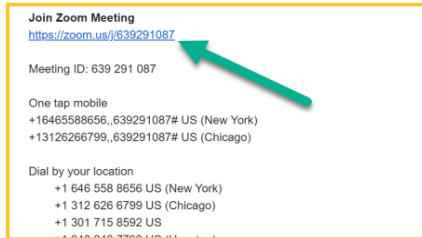
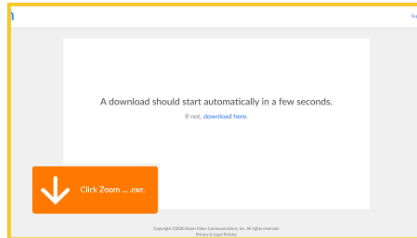


Zoom Cheat Sheet

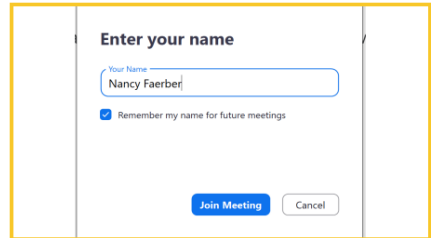
A Quick Guide for Participants (Laptop and Desktop Computers)



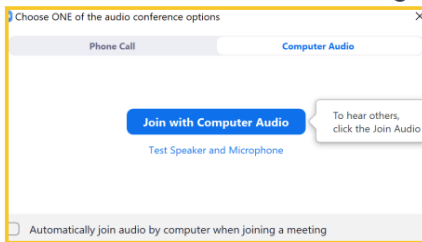
- 1 Check your email for an invitation. A few minutes before the meeting, click the link under **Join Zoom Meeting**.



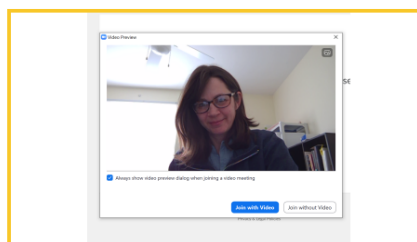
- 2 **FIRST-TIME USERS:** Zoom will automatically download. Click on the file to install the launcher.



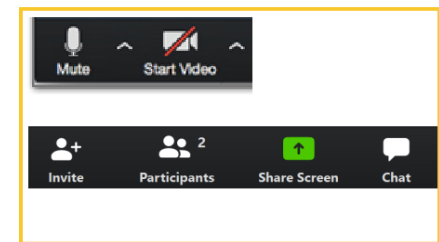
- 3 Type in your name so that the other participants can see who you are.



- 4 Click **Join with Computer Audio**, unless you prefer to use your phone for audio, then click the **Phone Call** tab.



- 5 To connect your computer's camera to the session, click **Join with Video**. You can also do this later during the session.



- 6 During the session, use the controls at the bottom of the screen. You can toggle your microphone and camera on/off.

