



Zoom Video Conferencing

PARTICIPANT GUIDE

The first time you use Zoom you will need to **download and install a small application**. You do not need a Zoom account to join a meeting.

- For PCs and Macs, you can download and install the [Zoom Client for Meetings](https://zoom.us) from the Zoom website (<https://zoom.us>)
- For tablets and mobile devices, install the **Zoom Cloud Meeting** app from the device's app store.

Most recent laptop and desktop computing devices come with a built-in webcam, speakers, and microphone.

- If your device does not, you will need an external webcam and a headset (earbuds or headphones) plus microphone (may be part of the earbuds)

Tablets and mobile devices should have everything built in but can use a headset (helpful if noise or echo is an issue).

Check/test your audio/video before joining a meeting.

Once the app/client is installed (a one-time process), when you receive a meeting notice, click on the meeting link and be taken directly to the video conference. You can also **join** a meeting by supplying the meeting ID.

For a tutorial, see: [Join a Meeting](#)

- You may have to [configure your audio and video options](#) to get your speakers, microphone, and camera to work properly.
- You may [test your setup](#) here to make sure everything is working
- There are [several meeting controls](#) available during the meeting

A variety of tutorials and guides are at: <https://support.zoom.us/>