

HOW TO JOIN A MEETING IN ZOOM

- 1) Get on your internet browser and enter zoom.com
- 2) You will be taken to a window on Zoom's account – click “join” option on top right of screen
- 3) When asked to enter the “Meeting ID or Personal Link Name,” type in the 10 digit meeting ID for **Judge Jolly** which is **686 976 8954**, next click “join”:
 - a) Some operating systems will have a pop-up that asks whether you want to “open Zoom” or “cancel.” Click “open Zoom.”
- 4) If you have ever participated in a Zoom meeting on your device, a pop-up will ask you to enter your name, please enter your name and then click “join.” You will automatically be taken to the meeting room.
 - a) If this is your first Zoom meeting on this device, you will be asked to install the Zoom Client app. Please do so by clicking “download now.” There is no cost.
 - b) After download is complete, a pop-up will ask you to enter your name, please enter your name and then click “join.” You will automatically be taken to the meeting room
- 5) Please check the round buttons at the bottom left of the page and ensure that your microphone and video camera are enabled. If the circles with the microphone and camera icons have a red slash through it (⊘), that means those devices are not enabled. Please enable them by clicking on the buttons as applicable.