**Zoom Online Videoconferencing and Meetings**

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# DOWNLOADING ZOOM

1. **iPad/iPhone:** Go to the App Store and search for **ZOOM Cloud Meetings.**
2. **Android:** Go to the Google Play Store and search for **ZOOM Cloud Meetings.**



1. **Desktop (Windows or Mac):** Go to <https://zoom.us/download>, and download **Zoom Client for Meetings.**

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# JOINING A MEETING

1. It is best for each attendee to download the appropriate app or desktop client to his device or computer before joining a Zoom meeting for the first time. *It is not necessary for individuals to create an account with Zoom to join a meeting.* There are multiple ways to join a meeting. The following two options are the most common:
   1. **Use a Link:** Select the meeting invitation link that was received from the meeting organizer. Then enter the password, if provided.
   2. **Enter the Meeting ID and Password:** Select “Join a Meeting” from the installed app or desktop client or navigate to <https://zoom.us/join>in a web browser. Then follow the prompts to enter the meeting ID and password provided in the meeting invitation that was received from the meeting organizer.