

How to Join a Zoom Meeting:

- There are two options to join a Zoom Meeting.
 - a. You can click the link given by your buddy. (example shown below *Join Zoom Meeting*)

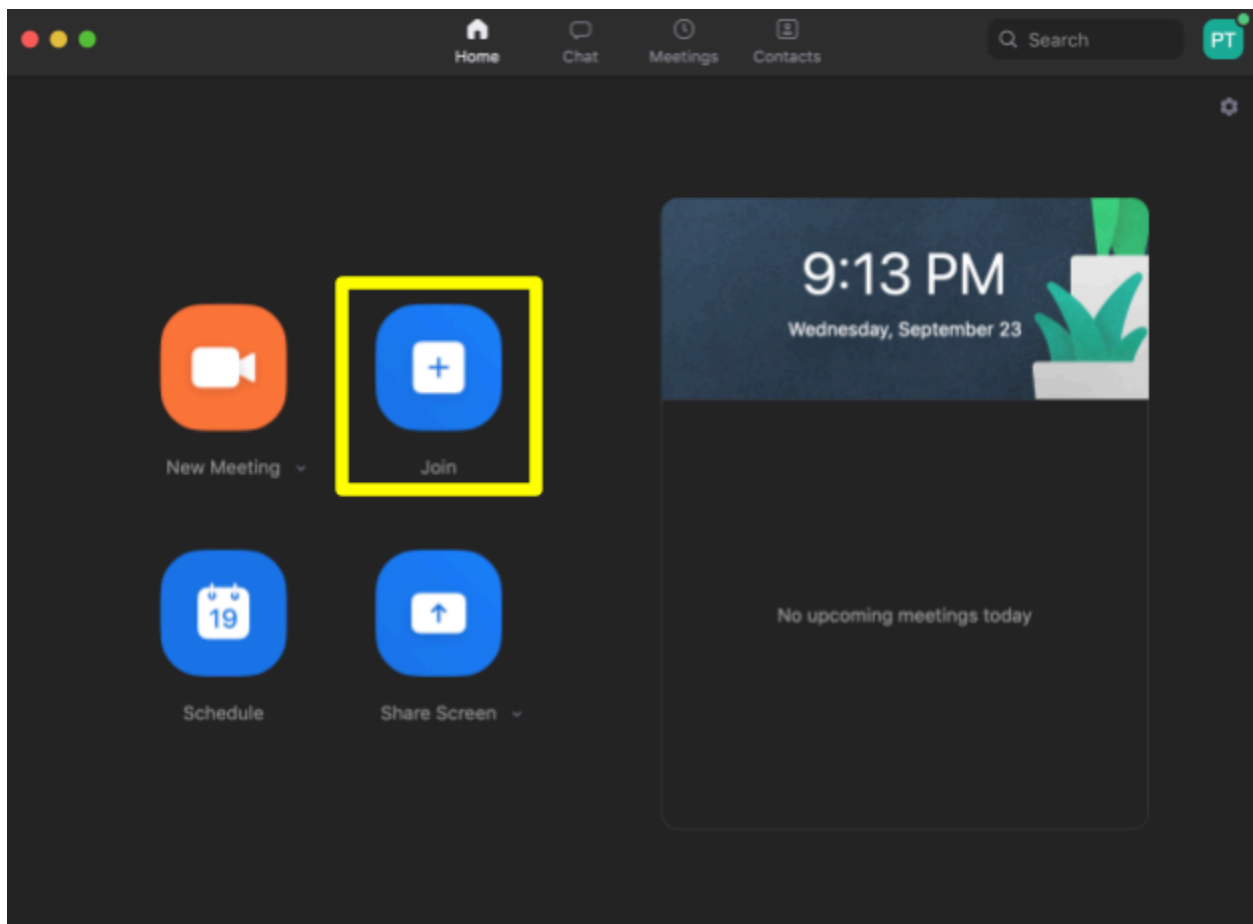
Virtual Youth Buddy is inviting you to a scheduled Zoom meeting.

Topic: Virtual Youth Buddy's Personal Meeting Room

Join Zoom Meeting

<https://ucdavis.zoom.us/j/3956585483?pwd=VE00cG9HYkY0ZTN6Q2I3QUFWM3lqQT09>

- b. You can enter in the meeting ID and corresponding password if prompted (follow diagrams below)



1. Click *Join* (yellow box above)

Join Meeting

012 3456 7890



Your Name

Virtual Youth Buddy

☐ Don't connect to audio

☐ Turn off my video

Cancel

Join

2. After clicking *Join*, enter the corresponding Zoom Meeting ID given by your assigned buddy.
3. Next, type out your child's name and click join!



Quick Start Guide to Meeting Controls

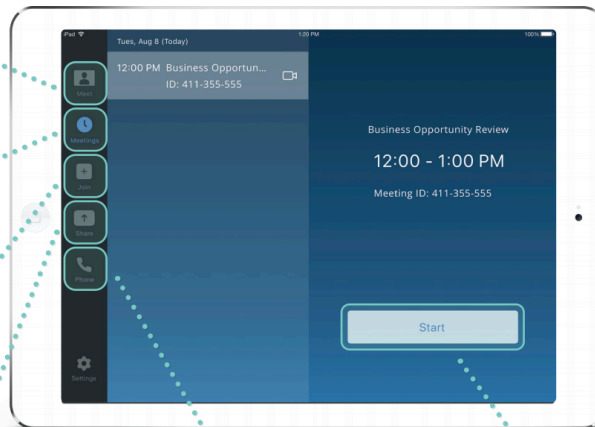
Start Meeting

Start an instant meeting by inviting others

Scheduled meetings for the room appear here

Join a Zoom meeting by entering a meeting ID

Share content from your laptop or mobile device



Make a phone call

One touch to start a scheduled meeting

Control Meeting

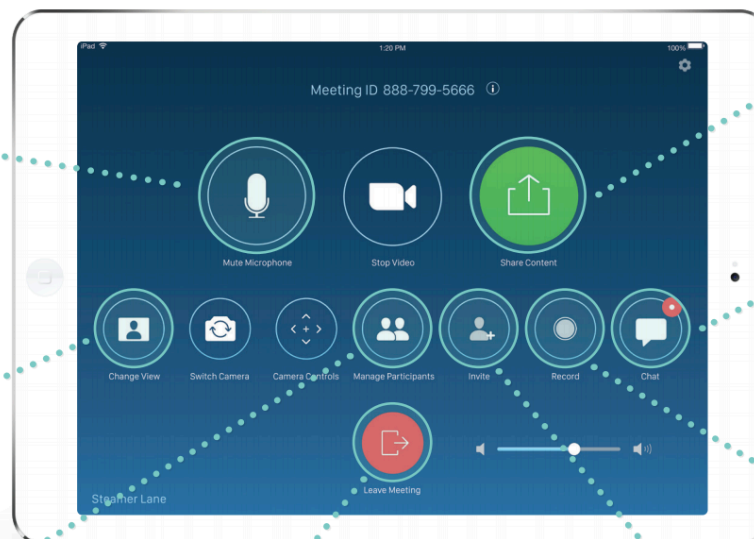
Mute/unmute room microphone

Change video display layout

Speaker view: displays active speaker

Gallery view: shows all attendees in grid

View and manage meeting participants



Leave the meeting or end the meeting if host

Invite others into the meeting

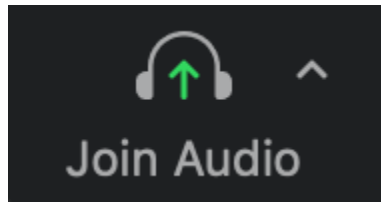
Share content from your laptop or mobile device

View meeting chat messages. You can even enable chat messages for the room display.

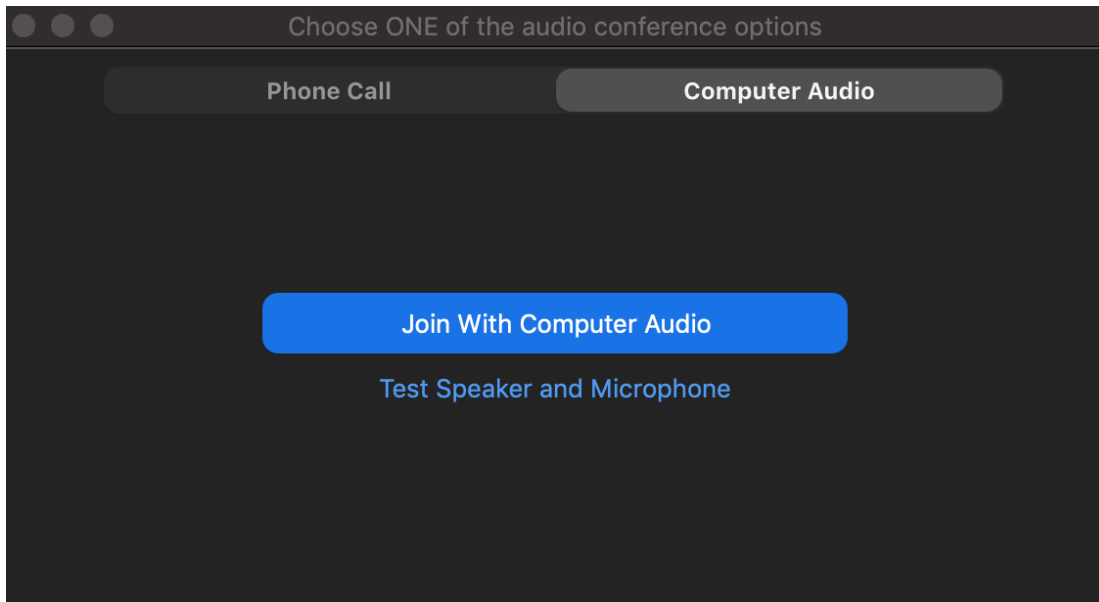
Start recording to the cloud. (Once the meeting is over, a link to your recording will be emailed to you.)

Questions:

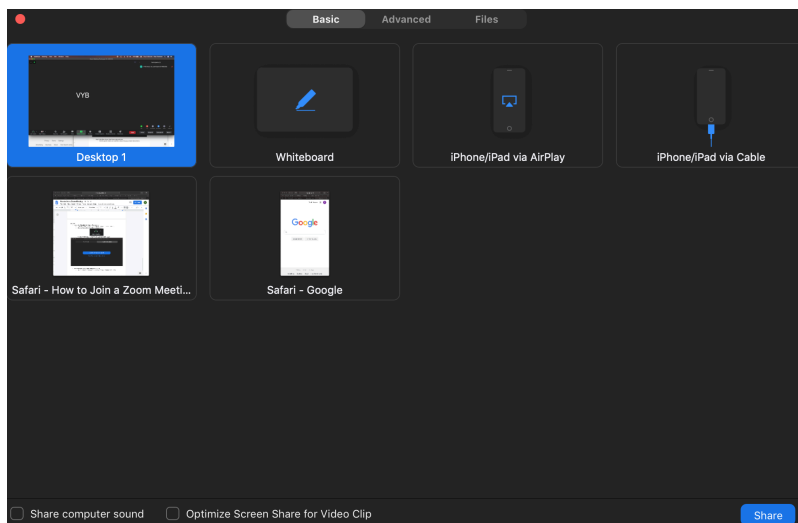
- **I cannot hear the audio when I join the Zoom meeting.**
 - Ensure that you have joined the meeting audio by clicking on the icons shown below.
 - Click *Join Audio* on the bottom left of the Zoom window



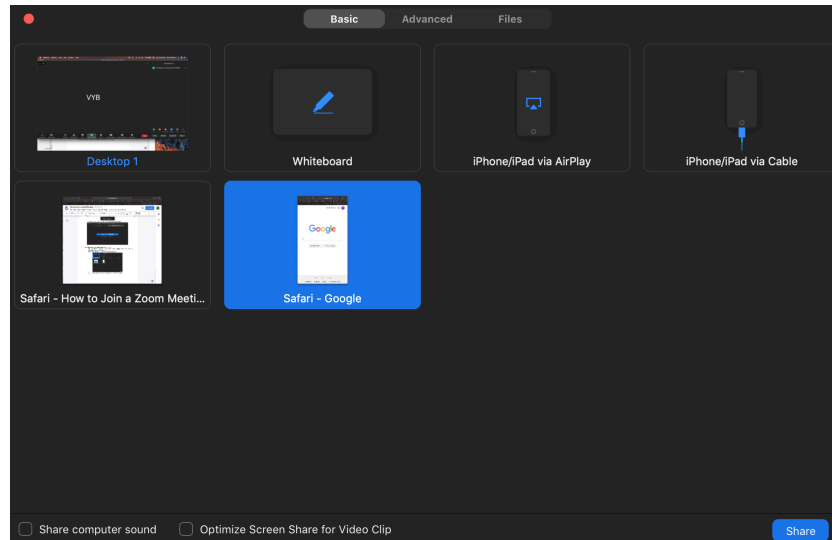
- You should receive a pop up window and click *Join With Computer Audio*



- **After I click *Share Screen*, I don't know what to do next.**
 - Click the specific window you would like to share at the pop up window (shown below). Then click *Share* on the bottom right of that window.
 - If I wanted to share my entire desktop, I would select *Desktop 1*. Next I would click *Share* on the bottom right.



- If I wanted to share the webpage with Google, I would select *Safari - Google*. Next I would click *Share* on the bottom right.



- If you are sharing a video with sound, ensure to check both of the following boxes in the image below before sharing.

