

Before attending your online course:

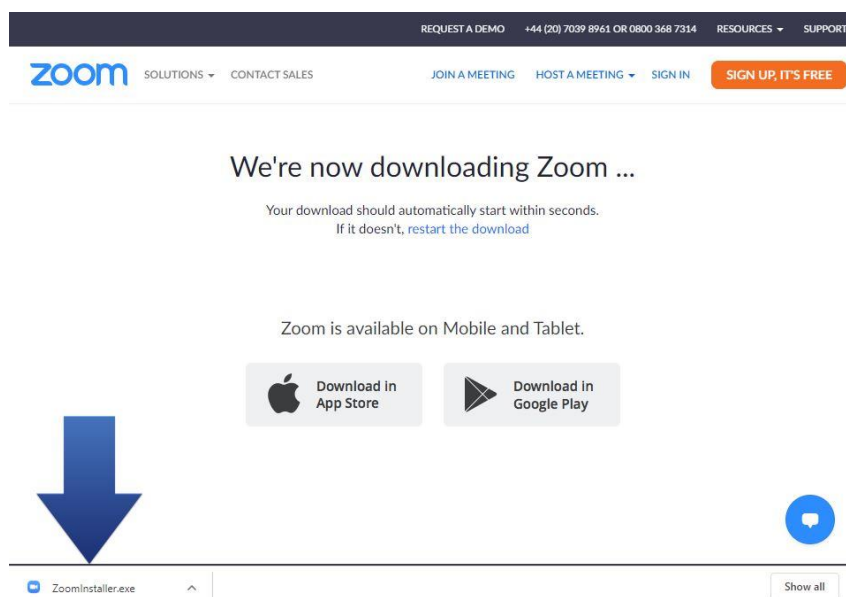
To ensure a smooth experience when joining the online course via Zoom, we highly encourage individuals to download and install the most recent version of Zoom (version 5) prior to the course taking place:

To download and install the Zoom Application:

1. Go to: <https://zoom.us/download>
2. The application should automatically download and save into your 'downloads' folder
3. Once the download is complete, proceed to your downloads folder.
4. Double-click the installer file in your downloads folder and follow the steps to install the Zoom application onto your computer.

You can also watch a video explaining how to install Zoom here:

<https://www.youtube.com/watch?v=fVu9BILRkww>



Joining a course by invitation link

1. To join the webinar, click the link provided on page 2 of the event guide.

Hi Eren Yaeger,

Thank you for registering for "My Webinar".

Please submit any questions to: kevin.hoang@zoom.us

Date Time: Sep 11, 2018 10:00 AM Pacific Time (US and Canada)

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join: https://success.zoom.us/j/319833382?tk=QvnVju44sn4BvDesYH_a1KqAOLurYUwnlY5ss8gtpOk.DQEAAAAAExBFjhZyTkd0ZUxYcFRfS2Q3UVIMZ1VOMEdnAA

Note: This link should not be shared with others; it is unique to you.

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Or iPhone one-tap :

US: +16468769923,319833382# or +16699006833,319833382#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 669 900 6833 or +1 877 369 0926 (Toll Free) or +1 877 853 5247 (Toll Free)

Webinar ID: 319 833 382

International numbers available: <https://zoom.us/j/bZ3rpGRKy>

2. Once you have clicked the link, your registration will be confirmed:

Webinar Registration Approved

Topic My Webinar

Time Sep 11, 2018 10:00 AM in Pacific Time (US and Canada)
 [Add to calendar](#)

Webinar ID 319-833-382



To Join the Webinar

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join: https://success.zoom.us/j/319833382?tk=QvnVju44sn4BvDesYH_a1KqAOLurYUwnlY5ss8gtpOk.DQEAAAAAExBFjhZyTkd0ZUxYcFRfS2Q3UVIMZ1VOMEdnAA

[/w/319833382?tk=QvnVju44sn4BvDesYH_a1KqAOLurYUwnlY5ss8gtpOk.DQEAAAAAExBFjhZyTkd0ZUxYcFRfS2Q3UVIMZ1VOMEdnAA](https://success.zoom.us/j/319833382?tk=QvnVju44sn4BvDesYH_a1KqAOLurYUwnlY5ss8gtpOk.DQEAAAAAExBFjhZyTkd0ZUxYcFRfS2Q3UVIMZ1VOMEdnAA)

Manually joining a training course

1. Locate the 9-digit meeting ID/webinar ID from page 2 of the event guide. It may appear at the end of the phone dial-in information, or it will be in the join link, just after <https://zoom.us/w/>

Hi Eren Yaeger,

Thank you for registering for "My Webinar".

Please submit any questions to: kevin.hoang@zoom.us

Date Time: Sep 11, 2018 10:00 AM Pacific Time (US and Canada)

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join: [https://success.zoom.us](https://success.zoom.us/j/319833382?tk=QvnVju44sn4BvDesYH_a1KqAOLurYUwnlYSss8gtpOk.DQEAAAAAExBFJhZyTk0ZUxYcFRfS2Q3UVIMZ1VOMEdnAA)

[/w/319833382?tk=QvnVju44sn4BvDesYH_a1KqAOLurYUwnlYSss8gtpOk.DQEAAAAAExBFJhZyTk0ZUxYcFRfS2Q3UVIMZ1VOMEdnAA](https://success.zoom.us/j/319833382?tk=QvnVju44sn4BvDesYH_a1KqAOLurYUwnlYSss8gtpOk.DQEAAAAAExBFJhZyTk0ZUxYcFRfS2Q3UVIMZ1VOMEdnAA)

Note: This link should not be shared with others; it is unique to you.

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

2. Sign-in to the Zoom Desktop Client or Mobile App.
3. Click or tap Join a Meeting.
4. Enter the 9-digit webinar ID, and click Join or tap Join Meeting.
5. If prompted, enter your name and email address, then click Join Webinar or tap Join.

Webinar Registration Approved

Topic	My Webinar
Time	Sep 11, 2018 10:00 AM in Pacific Time (US and Canada) Add to calendar
Webinar ID	319-833-382



To Join the Webinar

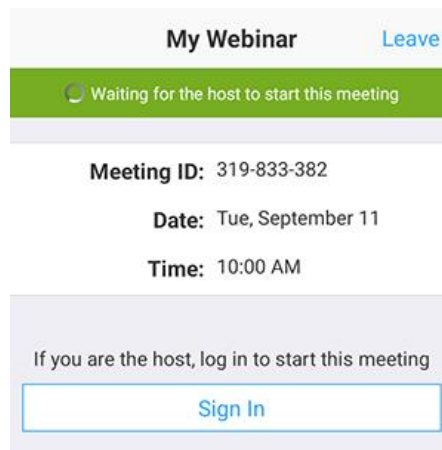
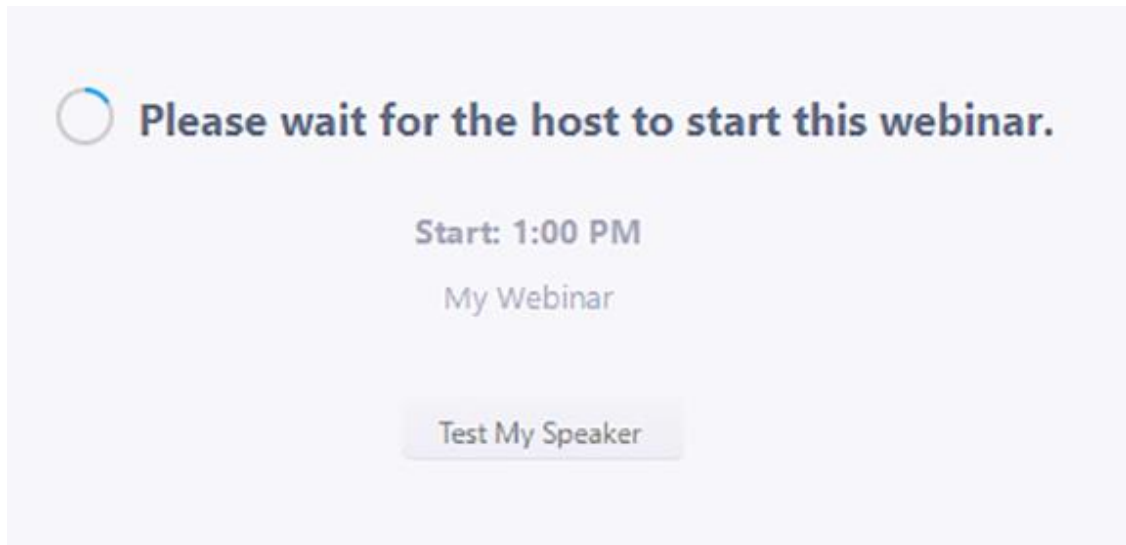
Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join: <https://success.zoom.us>

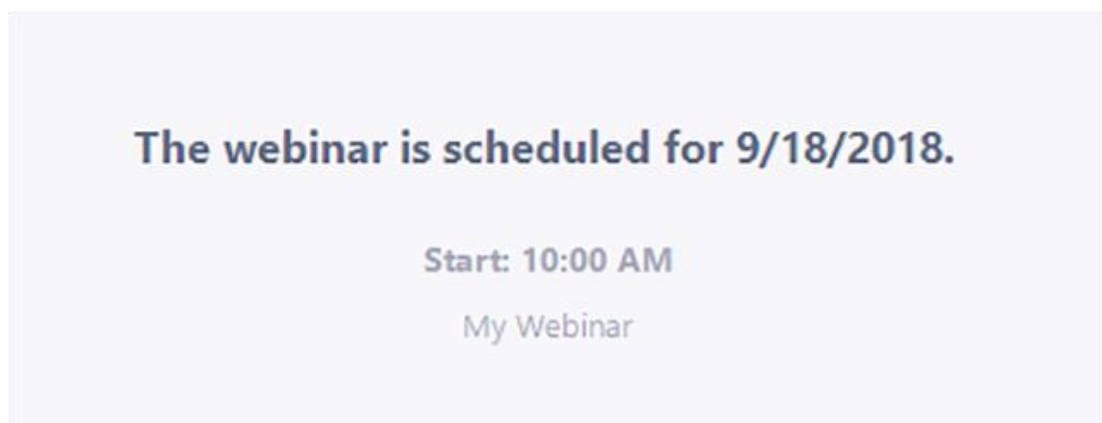
[/w/319833382?tk=QvnVju44sn4BvDesYH_a1KqAOLurYUwnlYSss8gtpOk.DQEAAAAAExBFJhZyTk0ZUxYcFRfS2Q3UVIMZ1VOMEdnAA](https://success.zoom.us/j/319833382?tk=QvnVju44sn4BvDesYH_a1KqAOLurYUwnlYSss8gtpOk.DQEAAAAAExBFJhZyTk0ZUxYcFRfS2Q3UVIMZ1VOMEdnAA)

Waiting for the host to start the training course

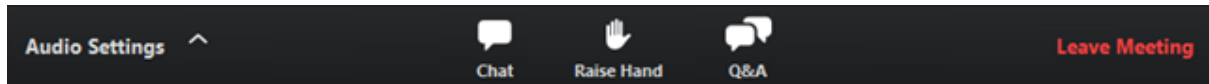
1. If the host hasn't started broadcasting the webinar or is preparing using a practice session, you'll receive the following message:



2. If you receive a message showing the date and time of the webinar, check the date and start time of the webinar including the timezone. Make sure to join when the webinar starts.

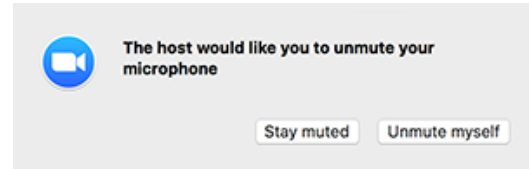


Controls



Audio Settings (only visible if the host hasn't granted you permission to talk): Change your audio settings. You can also click the upward arrow (^) next to change your speaker.

Unmute/Mute: If the host gives you permission, you can unmute and talk during the webinar. All participants will be able to hear you. If the host allows you to talk, you will receive a notification.



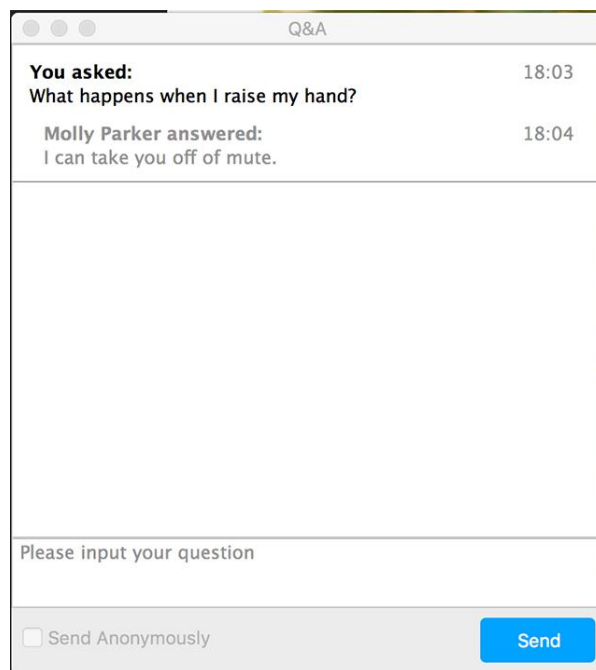
Note: You can still access the audio settings by click on the ^ arrow next to the Unmute/Mute button.

Chat: Open in-meeting chat, allowing you to send chat messages to and send a message to the host, panelists, and attendees (if permitted).

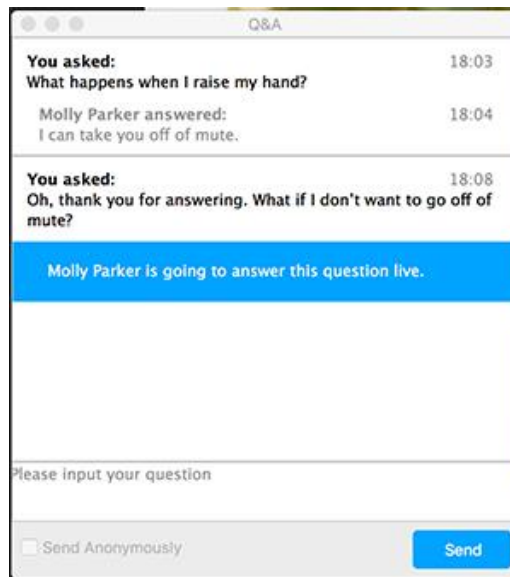
Raise Hand: Raise your hand in the webinar to indicate that you need something from the host. The host may instruct you on how they plan to use this. Many webinar hosts use this feature to know if an attendee has a question and would like to speak out loud.

Question & Answer: Open the Q&A window, allowing you to ask questions to the host and panelists. They can either reply back to you via text in the Q&A window or answer your question live.

1. To ask a question: Type your question into the Q&A box. Click **Send**.
2. **Note:** select **Send Anonymously** if you do not want your name attached to your question in the Q&A.
3. If the host replies via the Q&A, you will see a reply in the Q&A window.

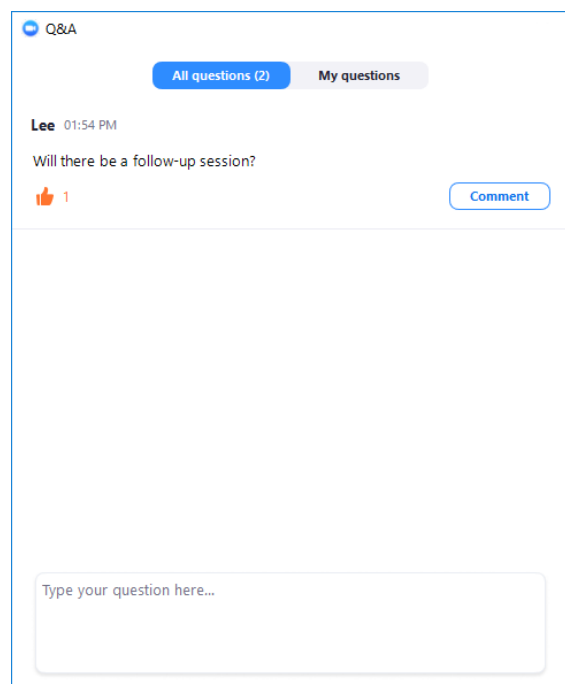
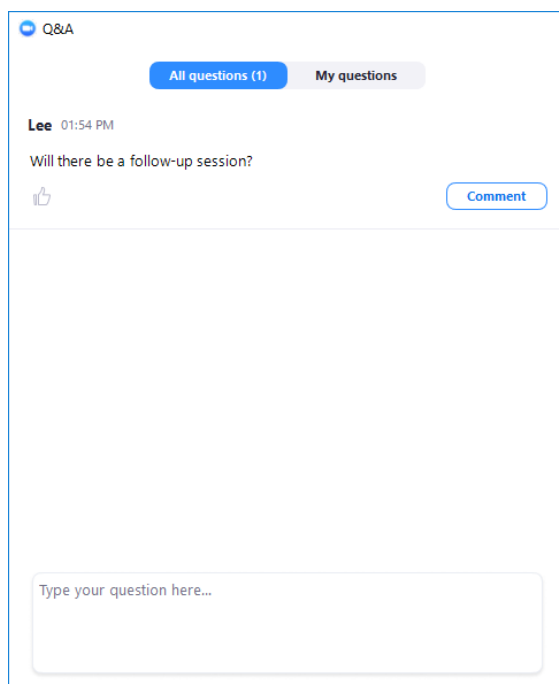


The host can also answer your question live (out loud). You will see a notification in the Q&A window if the host plans to do this.



As an attendee you can also like or comment on other attendee's questions. This helps the host or participant identify popular questions, especially in a webinar with many attendees.

1. Click the thumbs up icon to like a comment.
2. Click the red thumbs up icon to unlike a comment.



3. Click **Comment** to write a reply to an existing question.
4. Type your comment and click **Send**. Your comment will appear beneath the question.

Q&A

All questions (1) My questions

Lee 01:54 PM

Will there be a follow-up session?

The host said there will be a session next week

Cancel Send

Type your question here...

Q&A

All questions (1) My questions

Lee 01:54 PM

Will there be a follow-up session?

You 02:11 PM

The host said there will be a session next week.

1 Comment

Type your question here...

Leave meeting: Click **Leave meeting** to leave the webinar at any time. If you leave, you can rejoin if the webinar is still in progress, as long as the host has not locked the webinar.

