

Steps to join a Zoom meeting:

(On your computer) Type the URL into your browsers address bar, hit ENTER.

1. Click JOIN MEETING
2. Type your MEETING ID into the box
3. Click JOIN

If the meeting requires a PASSCODE, you will be prompted to enter it in the next screen.

(On your phone) Dial one of the below numbers (for Canada only)

- 1-780-666-0144 (Alberta)
- 1-204-272-7920 (Manitoba)
- 1-438-809-7799 (Montreal)
- 1-587-328-1099 (Alberta)
- 1-647-374-4685 (Ontario)
- 1-647-558-0588 (Ontario)
- 1-778-907-2071 (British Columbia)

****Long distance charges may apply depending on your phone plan****

iPhone Users:

1. After joining a Zoom meeting, you will be prompted to join the audio automatically. (If this prompt does not appear or you close it, tap Join Audio in the meeting controls.)
2. Tap Dial In.
3. Tap the arrow at the top to select the country you're calling from.
4. Tap the number you want to call.
5. Tap Dial.
6. Tap Call.
7. To return to the Zoom app, swipe up on the home bar (iPhone X) or press the home button (iPhone 8 or older), then tap the Zoom icon.
8. When you leave the meeting, you will have the option to "Leave Meeting" or "Leave Meeting with Telephone Connected", to stay dialed into the meeting after leaving the Zoom app.

Android Users:

1. After joining a Zoom meeting, you will be prompted to join the audio automatically. If this prompt does not appear or you close it, tap **Join Audio** in the meeting controls.
2. Tap **Dial In**.
3. Tap the arrow at the top to select the country you're calling from, if not selected by default.
4. Tap the phone button next to the number you want to call.
5. Tap **Call**.
6. If prompted, allow Zoom to make and manage phone calls.
7. Return to your home screen and open Zoom again.
8. When you leave the meeting, you will have the option to **Leave Meeting** or **Leave Meeting with Telephone Connected**, to stay dialed into the meeting after leaving from the Zoom app.

iPad Users:

1. After joining a Zoom meeting, you will be prompted to join the audio automatically. If this prompt does not appear or you close it, tap **Join Audio** in the meeting controls.
2. Tap **Dial In**.
3. Tap the arrow at the top to select the country you're calling from, if not selected by default.
4. Follow the instructions for dialing in:
 - Dial one of the numbers provided.
 - Enter your meeting ID, followed by #.
 - Enter your participant ID, followed by #.
 - Enter the passcode, if prompted, followed by #.
 - Tap **Close** after dialing in.

If you joined 'Device Audio' automatically, you can leave the computer audio and join by phone:

1. Tap **More**.
2. Tap **Disconnect Audio**.
3. Tap **Join Audio** and follow the instructions above.

How to join a meeting or webinar by phone only (no video)

1. Dial an in-country number. If you dial a toll number, your carrier rates will apply. You can find the numbers on your meeting invitation or view a full list of international dial-in numbers.
2. You will be prompted to enter the meeting ID - the nine (9), ten (10), or eleven (11) digit ID provided to you by the host, followed by #.
3. If the meeting has not already started and join before host is not enabled, you will be prompted to enter the host key to start the meeting, or to press # to wait if you are participant.
4. You will be prompted to enter your unique participant ID. This only applies if you have joined on the computer or mobile device or are a panelist in a webinar. Press # to skip.
5. You may be prompted to enter the meeting passcode, followed by #. This passcode will be included in the meeting invite provided by the host.

If you join by computer or mobile device later, you can enter the Participant ID to bind your phone and device session together and show your video when you speak on the phone. To enter your participant ID once you are in the meeting, enter **#Participant ID# on your phone.**