Zoom Quick Reference Guide

How to Open the Zoom Application
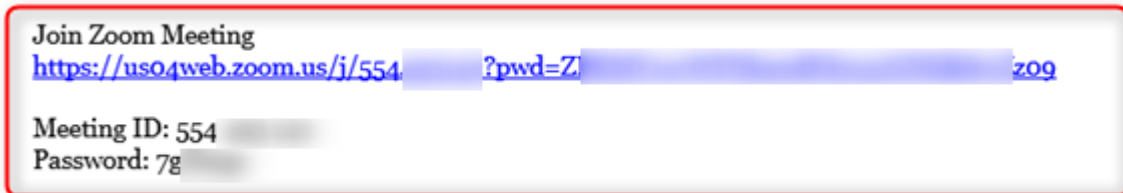
How to Download:

1. In your web browser, follow/copy and paste the following link:
   https://zoom.us/download
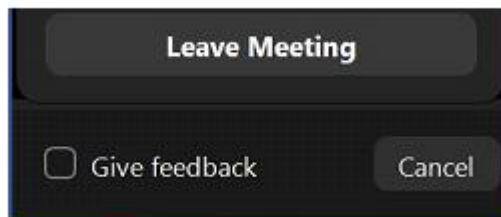2. Under **Zoom Client for Meetings**, select **download.**

How to Join a Hearing from your Device:

Joining through e-mail:

1. When joining via an e-mail sent to you, click on the link listed in the email below **"Join Zoom Meeting."**

Join Zoom Meeting
https://us04web.zoom.us/j/554____?pwd=Z____z09

Meeting ID: 554 ____
Password: 7g____

2. The link will automatically open the **Zoom** application installed on your desktop or open the Zoom application through your browser.
3. In order to leave the meeting, select **"Leave Meeting."**

Leave Meeting

☐ Give feedback   Cancel

Important Things to Note:

- Using headphones with a microphone set is highly recommended. This will prevent echoing or background noises that can cause distraction within the hearing.