



LifeLong Learning welcomes you to our events on Zoom! We appreciate your patience and understanding as we navigate this new learning environment. LLL is learning, too!

Zoom APP for iMac - Joining a Zoom Meeting

NOTE: The **Zoom App** is recommended for Mac users to maximize audio and microphone. Do not use the internet browser, the Mac microphone will not work.

You will be able to use the Zoom App for other LLL events, as well as Zoom meetings with friends and family.

- **For Zoom, use your desktop or laptop.** iPads and iPhones have limited capabilities with Zoom that LLL may not be able to help you with.
- Prepare in advance of the event date - the key to success with Zoom.
- **Recommended:** New to Zoom on Mac? Download Zoom App a few days prior to the LLL event.
- Test your audio and microphone at [Zoom Audio/Microphone Test](#).
- If you have issues, contact LLL at registrar@lifelonglearningatpc.org

Reminder: 1) events begin on time; 2) access the Zoom meeting at least 15 minutes prior to the meeting; 3) only registered attendees of LLL Zoom events will be admitted to the Zoom waiting room. You will be admitted to the meeting from the waiting room by the meeting host.

To begin Zoom App Install: From LLL Reminder email, click on "Join Zoom Meeting" http link to begin initial Zoom app download process.

Sample LLL Reminder email:

PC Lifelong Learning Pro License is inviting you to a scheduled Zoom meeting.

Topic: Test Zoom
Time: Aug 3, 2020 11:30 AM Arizona

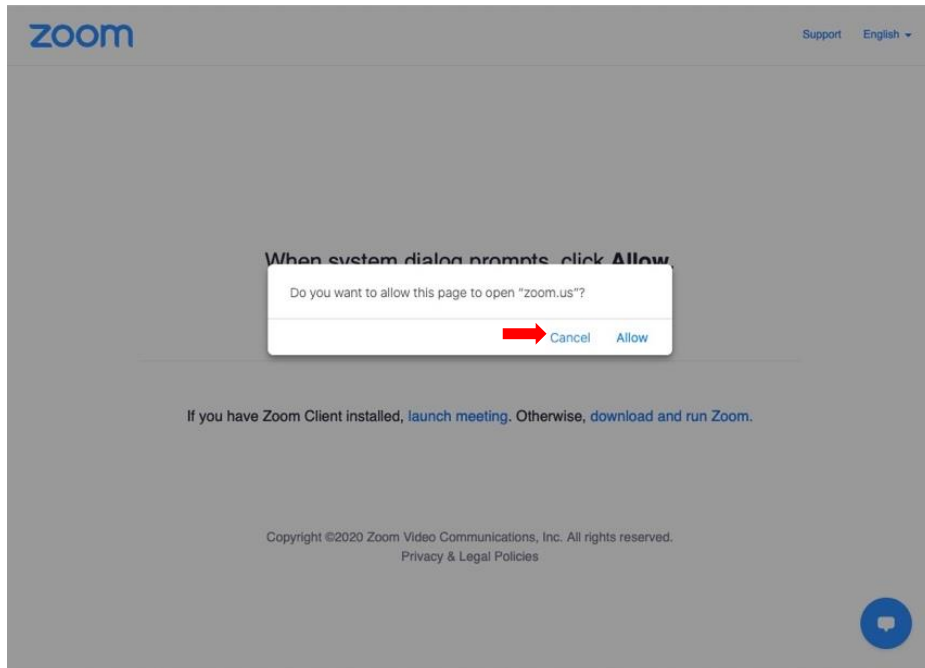
Join Zoom Meeting
<https://zoom.us/j/930158782?pwd=NFA0SUdlMwVlc0tESTFIRElYzR1QT09>

Meeting ID: 930 158782 9630
Passcode: 558652
One tap mobile
+1 408 779 459630#,,,,,0#,,558652# US (San Jose)
+1 253 158782 459630#,,,,,0#,,558652# US (Tacoma)

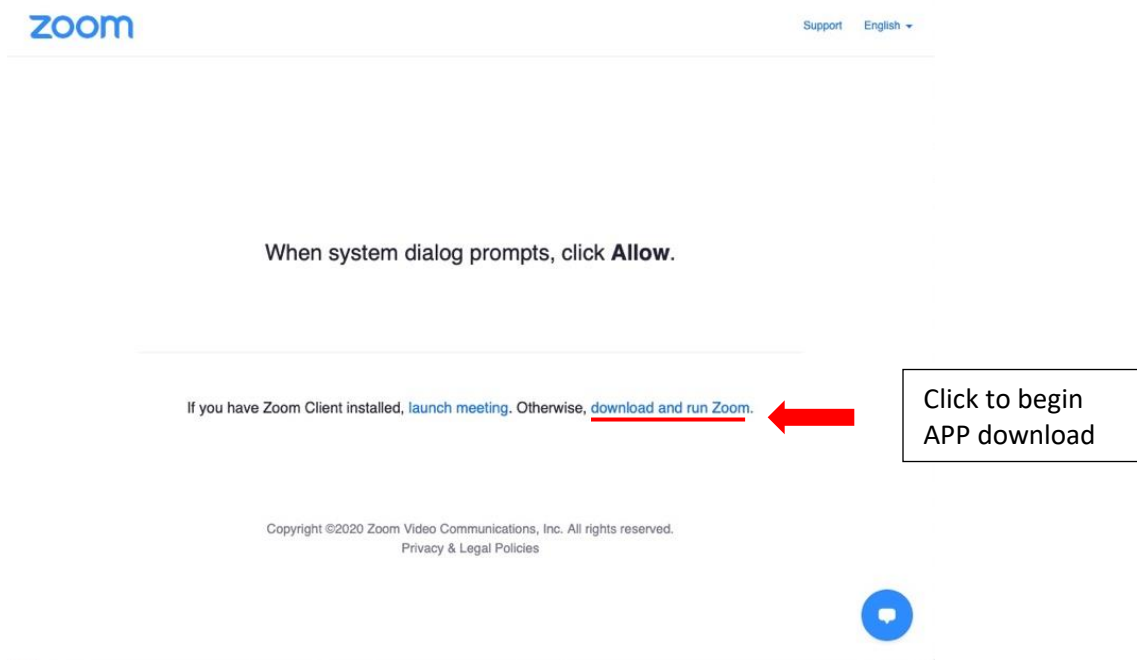
Dial by your location
+1 408 9128 US (San Jose)
+1 253 158782 US (Tacoma)
+1 408 7799 US (Houston)
+1 212 588656 US (New York)
+1 215 8592 US (Germantown)
+1 312 266799 US (Chicago)

Meeting ID: 930 158782 9630
Passcode: 558652
Find your local number: <https://zoom.us/u/abiPrzQLKQ>

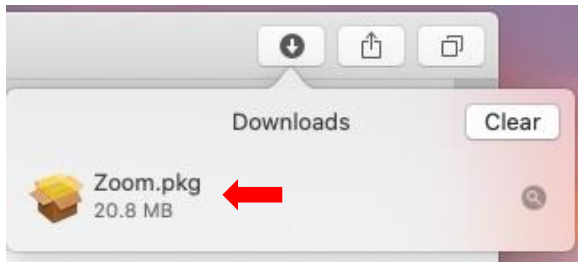
1. Download and install Zoom App: Click on "Cancel"



2. Click "Download and Run Zoom"



3. Screen – Click drop down arrow, then Double Click on Zoom.pkg



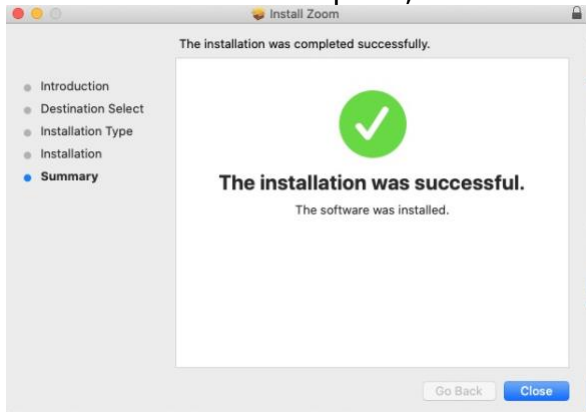
Double Click to download app

4. Click "Continue", then follow the directions to continue with the Install process.



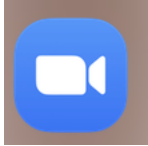
Click here

5. Installation is Complete, click on "Close"

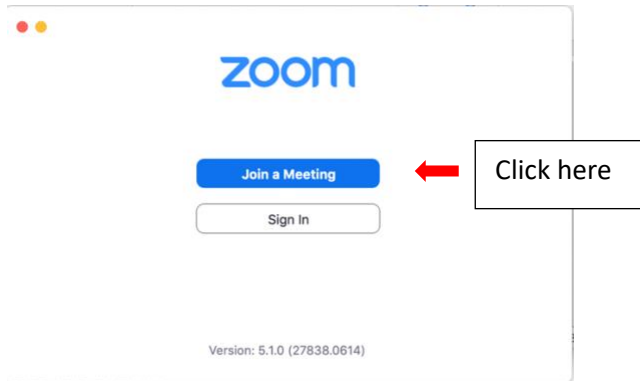


Click here

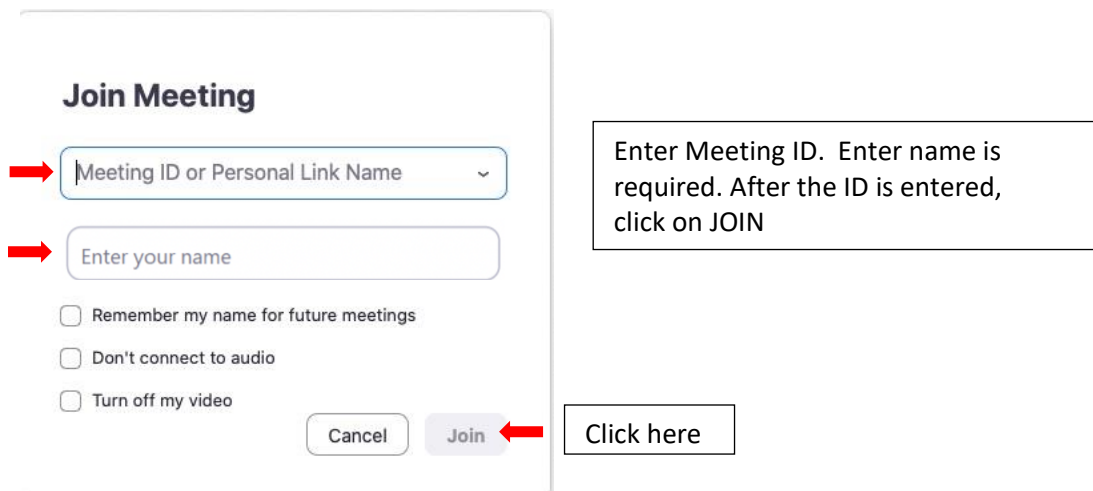
6. On the day of the event, click on the Zoom app on your Mac desktop, or in Finder.) Proceed as noted



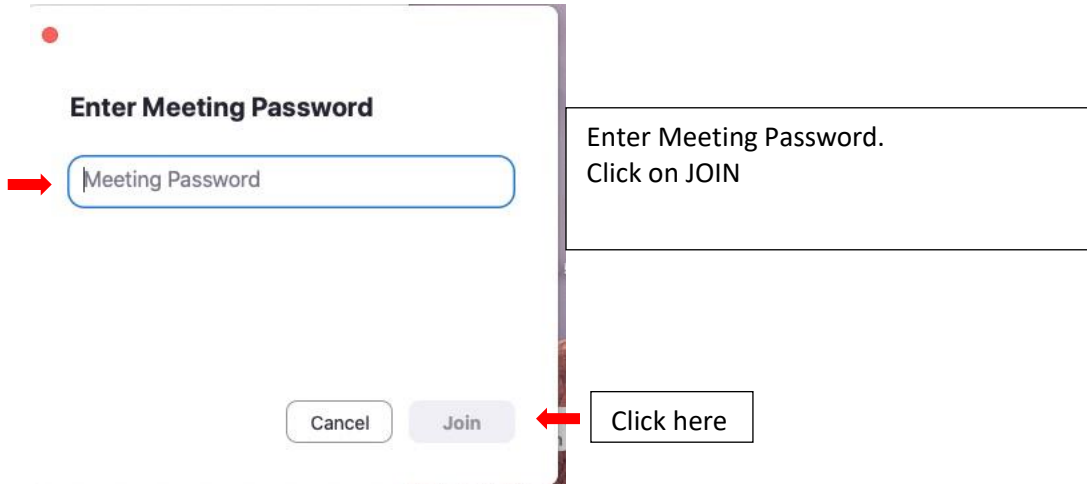
7. Click on "Join a Meeting" – without signing in



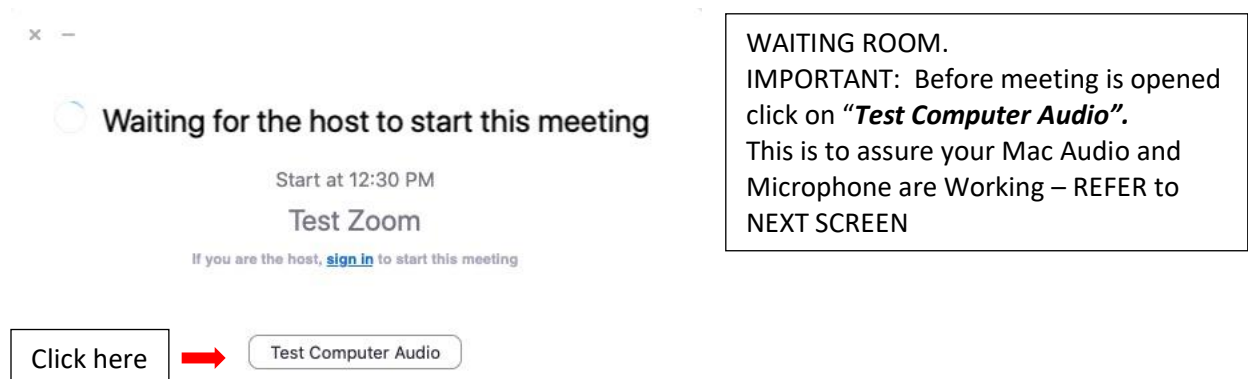
8. Join Meeting: Enter Meeting ID found on email. Enter your name as shown on the LLL Reminder Email. **First and last name must be entered**



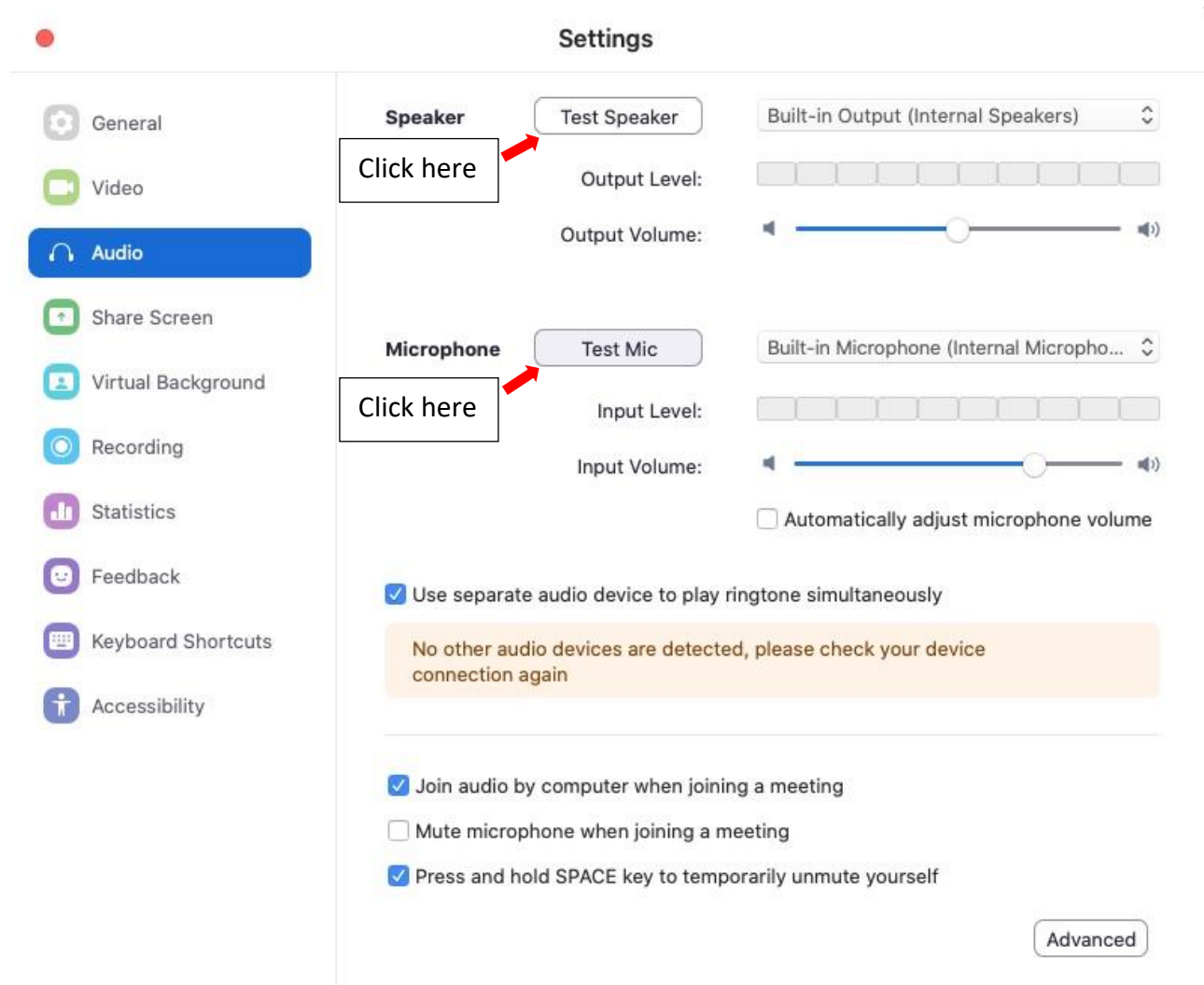
9. Enter Meeting Password (located on LLL Zoom invitation email)



10. Waiting Room – Event host will admit attendees.



11. **Audio and Microphone Test** from the Zoom App. After testing Audio and Microphone may click “x” to exit from the screen to return to the Wait Room. You will be admitted to Zoom event by the Zoom host when event begins. Please wait if there is a slight delay as attendees are admitted to the event.



12. Enjoy the Zoom Experience. When you enter the Zoom room, it will be much like a television screen view, except you will see the Zoom Host and perhaps others who are attending the Zoom event. The Zoom Host will provide you with helpful hints to make your experience more enjoyable.

Below is a sample with how the Zoom Screen tool bar will look.

