

Participating in a Zoom Meeting Using an iPhone

First Step (one time only):

Download the App from the Apple Store. Search for “Zoom Workplace”

Join a Meeting from an email (preferred method)

Most of the time, tapping on the **Join Zoom Meeting** link in an email invitation or text message invite, is the easiest way to connect you to your meeting. The link is convenient because both the meeting ID and encrypted password are in it. The Meeting ID is at least 10 digits; some meetings will require you to enter a password.

Topic: Getting Connected Zoom Meeting

Time: May 8, 2020 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

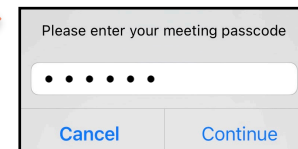
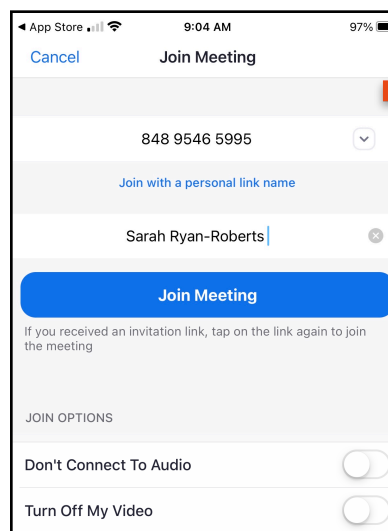
<https://csus.zoom.us/j/96710855883?pwd=U2Rwcmdka1VZQWV4NUxuNU83TE5sdz09>

Meeting ID: 967 1085 5883
Password: 276871



Join a Meeting from your iPhone app (alternate method)

1. Open your Zoom iPhone app.
2. Tap **Join**.
3. Enter the Meeting ID and check your name. Enter your full name if not displayed. **Note:** Your program leader will need to match your name to their class roster.
4. Check your Join Options for Audio and Video settings,
5. Tap **Join Meeting**.
6. If prompted to enter a password, enter it, then tap **Continue**.

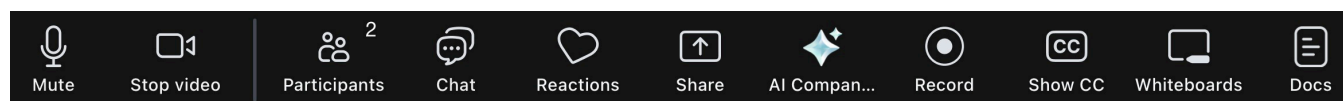


Additional Resources & Support


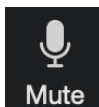
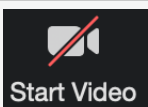
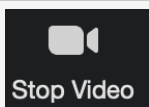
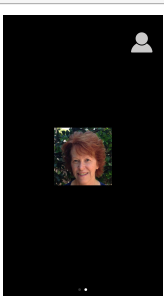
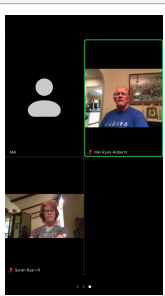
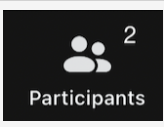
- On the Zoom website, check out [Getting Started with iOS](#) for more details.
- On the Renaissance Society website, check out the [Online Learning Resources](#)
- For technical support, send an email to rensocit@csus.edu

Interaction tools - Check out the toolbar at the bottom of the screen.


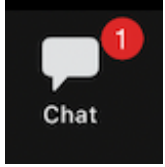
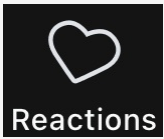




If you don't see the toolbar, tap your screen and it will appear. Turning your phone horizontally allows you to see the full toolbar, otherwise you'll have to scroll side-to-side to see all the tools. Number of tools may vary depending on your Zoom version.



Audio, Video and View plus your name are the first things to check upon joining.

Audio			<p>If you see a red line through the microphone, that means no one can hear you talking; tap Unmute and now everyone can hear you. Tap Mute again and you will not be heard.</p> <p>Tip: It is best to keep your audio muted until you are ready to talk, that way background conversations or sudden sounds like coughing will not be heard in the meeting.</p>
Video			<p>If you see the red line through the camera, no one in the meeting can see you, instead they see your name or profile image if you have uploaded one. Tap Start Video and now everyone in the meeting can see you.</p> <p>Tip: Stop Video if something is going on behind you that would be distracting to others in the meeting or, for instance, if you decide to eat something - you don't want others watching you munch away.</p>
View			<p>By default, you are in Speaker view when you first join a meeting. Swipe left switches you to Gallery view. In Gallery view, the maximum number of people you can see at one time is 4.</p> <p>Tip: For an iPhone, it is best not to hold it, but prop it up then check your video image to see what you look like to others. If you are holding your iPhone, it is too easy to move it. For instance, if you put it in your lap, can you imagine what people are seeing.</p>
Check your Name		Your name (me) will be first	<p>Your program leader needs to match your name to their class roster. If you need to change your name, tap Participants, select (me) then Rename, enter your full name, click Done, then Close.</p> <p>Tip: Some default names show up as simply a phone number or, for instance, "Sandy's iPhone" which makes it difficult for the program leader to identify you as a Renaissance member.</p>

Now here are some other tools you will find useful:

Chat			<p>Tap Chat to send a text message to everyone in the meeting or one specific person (if allowed). Tap the down arrow to the right of Send To: then select who you will receive your message. Type your message in the Tap here to chat box, then tap the arrow to send your message. Tap Close when you are finished.</p> <p>When a Chat is sent to you, the message will appear momentarily on the screen, and a red number appears next to the Chat icon on your toolbar. Tap Chat to read and/or respond to the message.</p> <p>Tip: At the beginning of your meeting, you may be directed to send your Chats to a specific person for assistance during the class.</p>
Raise Hand			<p>Tap Reactions then select the Yellow Raise Hand icon to ask a question or to respond to a comment. A yellow hand will appear next to your video image as well as next to your name in the Participants list. The meeting host can see the order in which hands were raised.</p> <p>When you're finished, tap Reactions then Lower Hand.</p> <p>Tip: Once you have raised your hand, wait till the meeting host acknowledges you then you can ask your question and/or make your comment verbally. Using this method avoids people talking over top of each other.</p>
CC			<p>Tap Show CC to turn closed captions on. Tap Hide CC to turn captions off. Captions will appear at the bottom of your screen. You only control the captions on your screen</p>
Q&A			<p>Q&A: If this option is turned on by the host, you will see Q&A at the top of your screen. Tap Q&A, then Ask a Question, enter your question, then tap the arrow to send. The host/co-host will send you an answer.</p> <p>Tip: The host can send you an answer privately (if appropriate) or allow everyone to see it.</p>
Leave			<p>When you are ready to leave the meeting, Tap Leave in the top right corner of your screen. Then tap Leave Meeting to confirm and you will exit the meeting.</p> <p>Tip: When the meeting host ends the meeting, you will automatically leave the meeting.</p>