SAN DIEGO DESIGN WEEK 2021

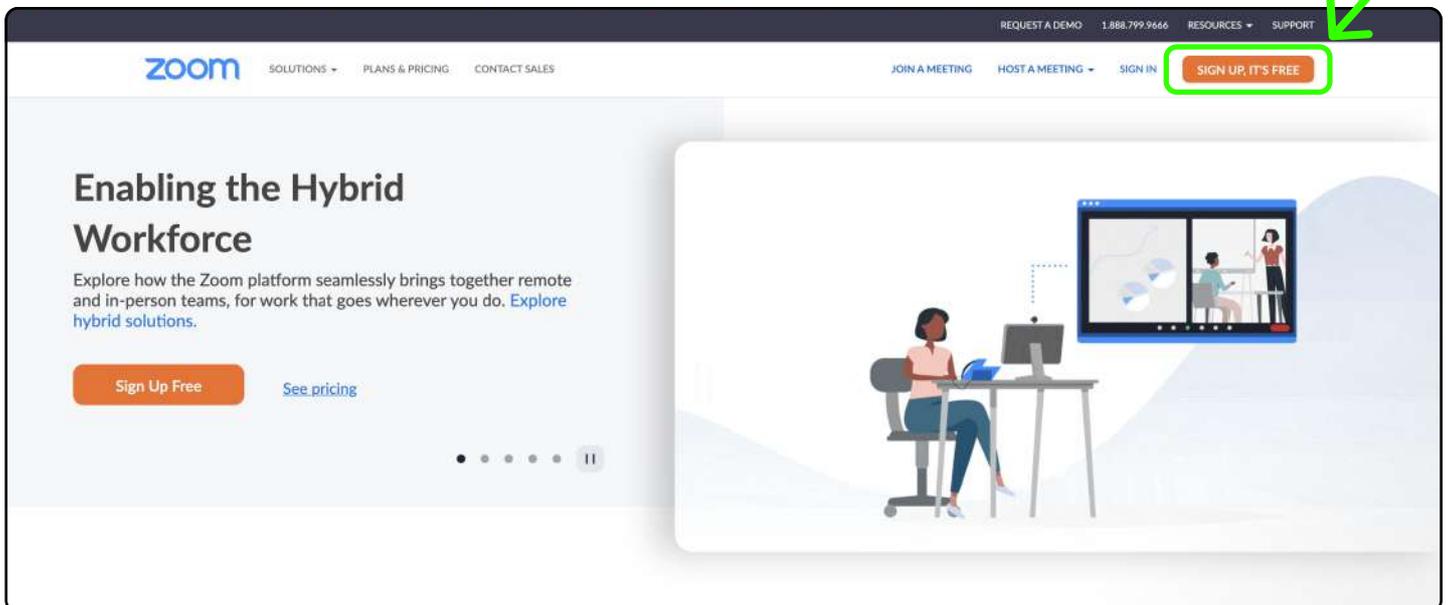# HOW TO: zoom

This tutorial will take you through a step by step process to register and join a zoom webinar or meeting. Please feel free to reach out to the SDDW team for any questions or concerns.
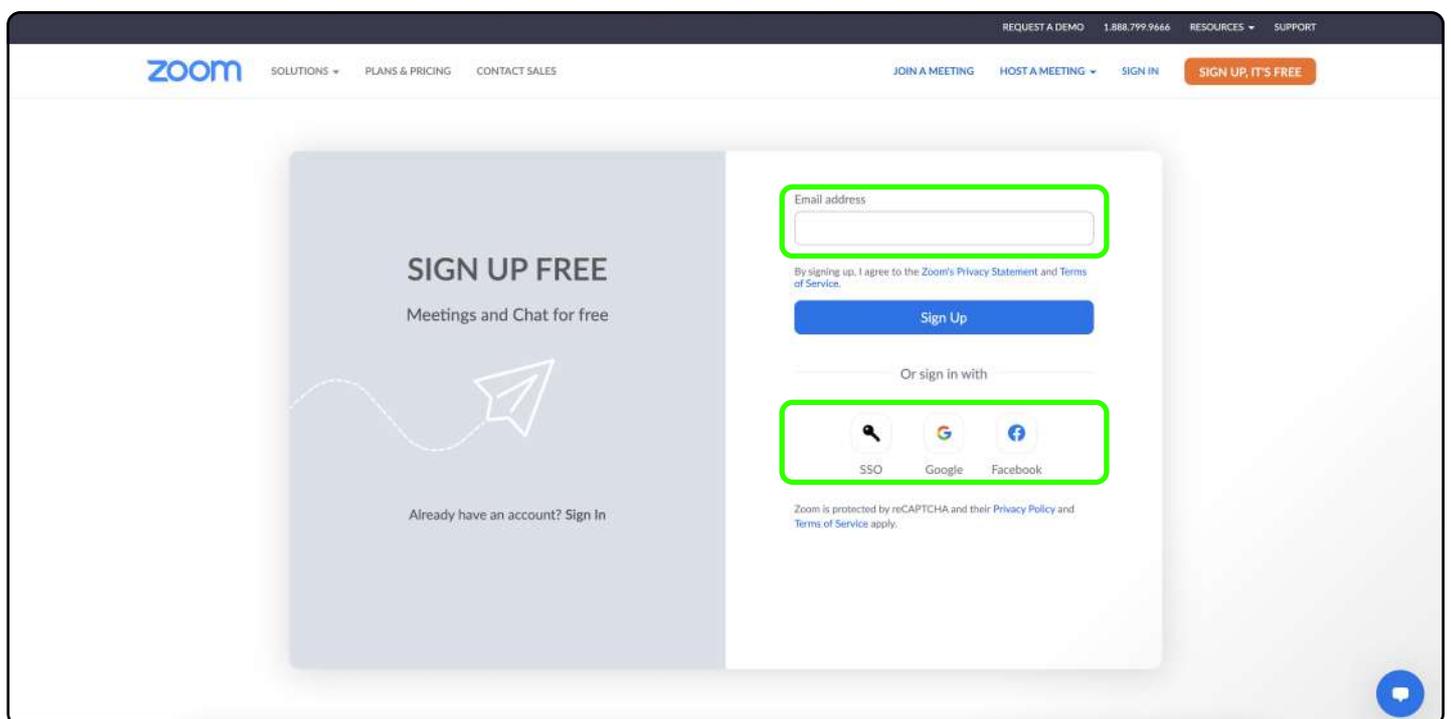
Create a Zoom Account

1. Go to https://zoom.us/ in your web browser

2. Click the orange "sign up" button in the top right hand corner

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3. Enter your email address or sign in using Google or Facebook

4. Follow the on-screen instructions to create and activate your account.

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Download the Zoom Client: For the best experience, download the Zoom client for your platform.
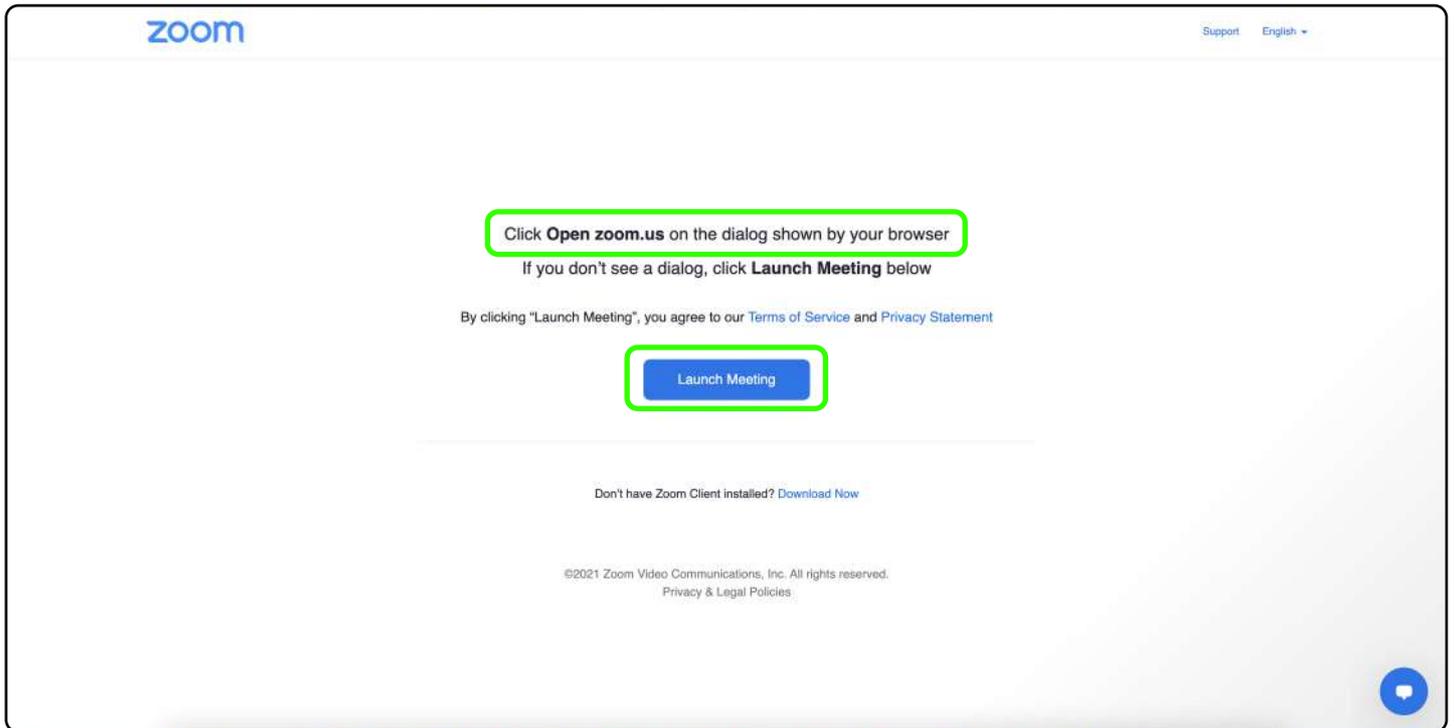
1. Go to https://zoom.us/download

2. Locate the correct version of the program for your platform (Mac,

Windows, iPad,

iPhone, Android, etc.)

3. Click Download

4. Install The Application

Joining a Zoom Webinar or Meeting: The presenters of SDDW will provide a link to join their Zoom meetings.

1. Click the provided meeting link

2. A new tab will open in your browser with a prompt to open

"zoom.us" - click open to automatically launch the Zoom program and

join the meeting

• If this does not work, click "launch meeting"

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3. Mute your microphone by clicking the microphone icon in the bottom left (a red slash will appear through the icon) unless otherwise requested by your presenter to minimize distraction.

4. Enjoy the presentation!