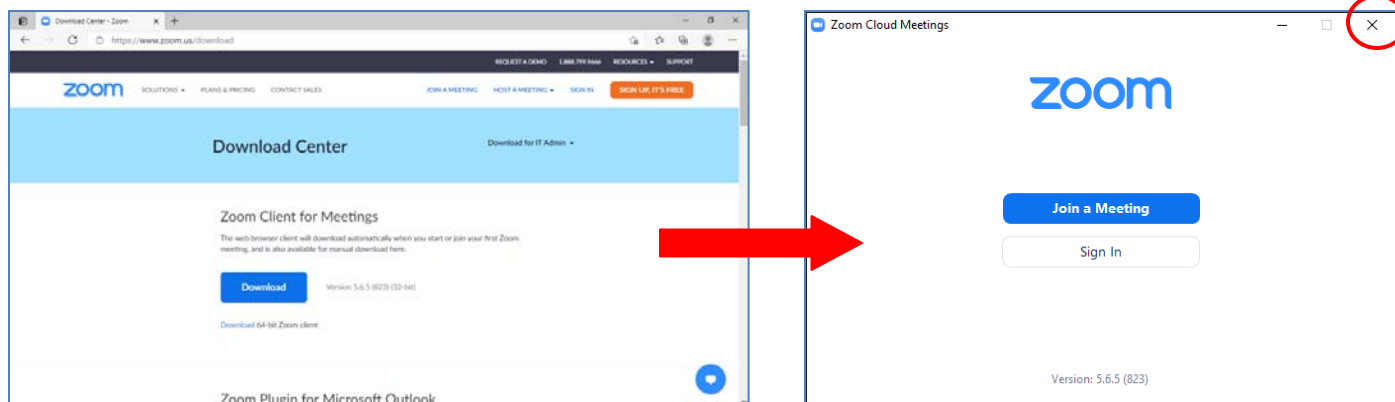


Downloading and Installing Zoom Client for *ChildView*® Workshop sessions (a couple different ways)

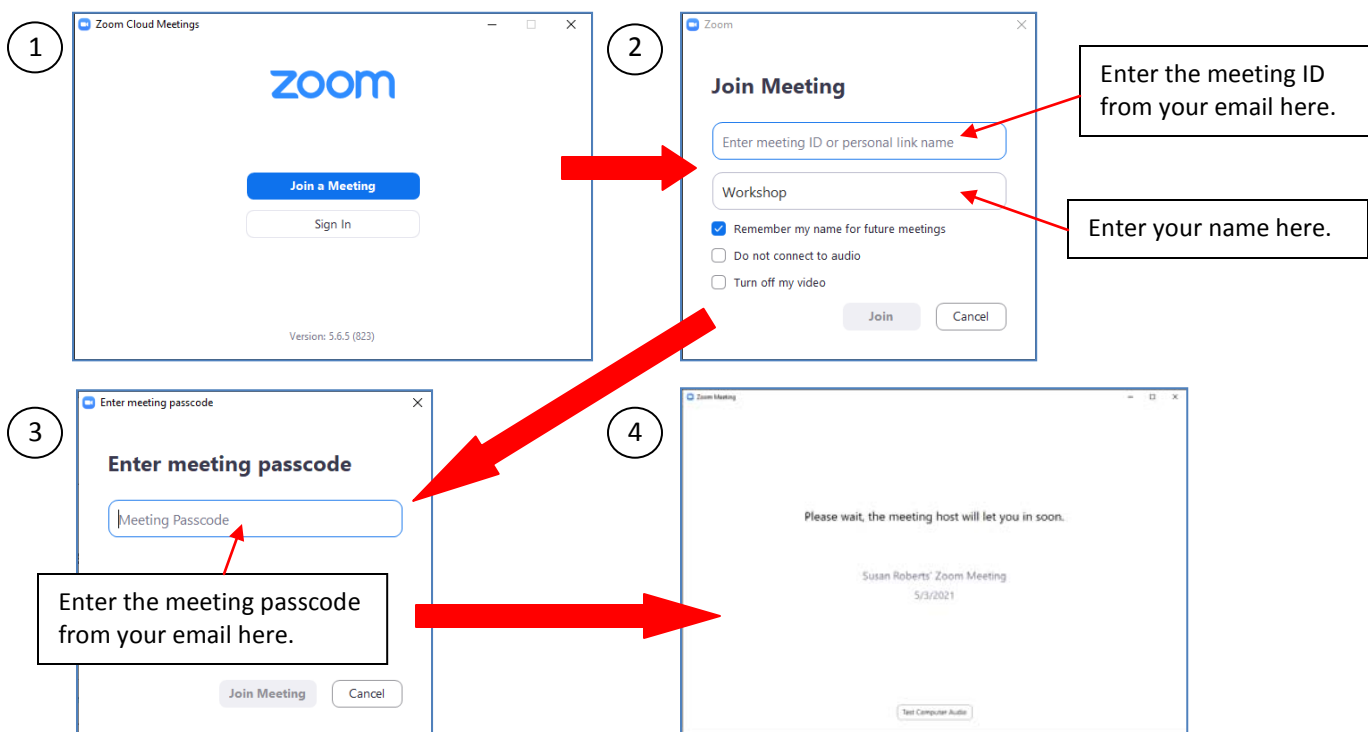
Pre-session Zoom installation:

Zoom will allow you to download its application to your desktop or laptop when you join your first Zoom meeting by clicking on the meeting link in your email; however, to save time, please consider downloading and installing “Zoom Client for Meetings” prior to the start of your session. If you do not already have Zoom installed on your computer, please go to <https://www.zoom.us/download> and download the application. If the installer doesn’t pop up or appear automatically after downloading, you can find the file in your “Downloads” folder in “File Explorer.” After downloading and installing Zoom, the Join Meeting screen will open. You may close this screen by clicking the “X”. Your installation of Zoom is now complete and you are ready to go once you receive your session information email. Further down in this document you will find instructions on how to join the meeting from your email link.




Installing Zoom the day of the session from the Zoom website:

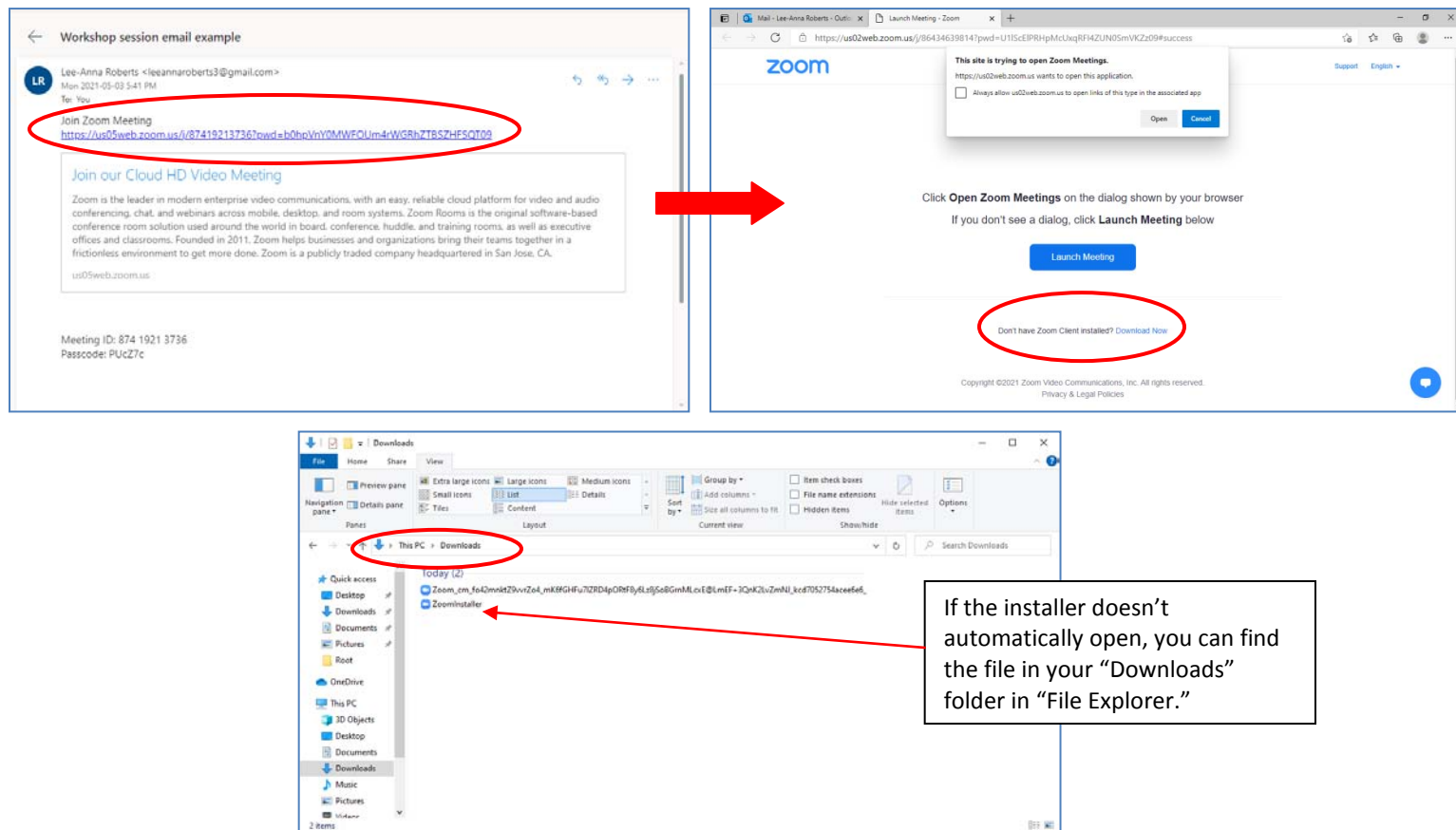
If you choose to install Zoom on the day of the session, go to <https://www.zoom.us/download>. Click “download” and run the Zoom installer. A window, as shown in the first picture below, will open. You have the option to join a meeting or sign in. You do not need to sign in to Zoom to join the workshop session. The meeting ID and passcode will be provided to you via email prior to the start of the workshop session. Click “Join a Meeting”, then enter the meeting ID and type in your name to enable the “Join” button. After clicking “Join”, enter the meeting passcode. Once the meeting information has been entered, the “Join Meeting” button will be enabled. Click on it and you will enter the session waiting room where you will wait to be admitted by the session host.



Installing Zoom via session email link:

As mentioned in the first section, clicking on the link in the email provided will open the Zoom website (if you do not already have Zoom installed). You will see a link at the bottom of the page to download the necessary application; click to download and then run the Zoom installer. If the installer doesn't pop up or appear automatically after downloading, you can find the file in your "Downloads" folder in "File Explorer" . Double click the "ZoomInstaller" application file to run the installer.

If you already have Zoom installed, follow the instructions on the screen that opens, and you will join the meeting automatically and be placed in the workshop session waiting room.



Joining the workshop session:

If you installed "Zoom Client for Meetings" prior to your session, then you have a couple different ways to join the session. The first option is to click on the link provided in the session information email that was sent to you, and follow any on screen instructions to join. Alternatively, you can locate and open the app under your start menu. If you are attending multiple sessions, it may be more convenient to create a short cut on your desktop by clicking and dragging the application from the start menu to the desktop (as shown below). If using this method, open the application and follow the steps in "Installing Zoom the day of the session" from the first page to join the session.

