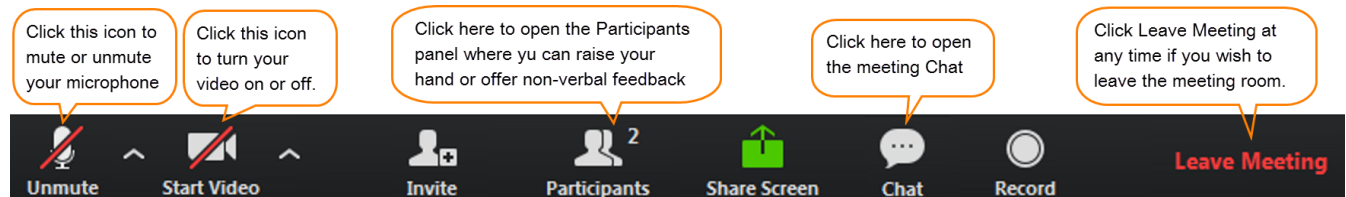


Zoom Quick Guide for Participants

Join a meeting as a participant

1. Click on the link shared with you by the meeting host
2. Follow the on-screen steps to download and launch the Zoom application
3. The meeting will load automatically – you will be placed in a waiting room
 - To protect your privacy, we recommend only entering a first name, initials, or pseudonym as your display name. Your displayed name will be stored on a US server along with the meeting name and time and your IP address.
4. Use the controls on the bottom of the Zoom window to enable your microphone and/or camera, access the chat, or share your screen

Navigating Zoom as a Participant



If you need to adjust your audio or video settings, click the arrow (^) beside the camera or microphone to access additional options.

Note that you will be placed in a waiting room briefly until the host is ready for you to enter the zoom session.

Please have your VIU student ID ready – the advisor will be logging in to your record to assist you with your registration questions.

The Advisor will ask you:

- What your 9-digit student ID is,
- What program you are enrolled in (ie BA, EXPO, BSC, etc),
- What questions or concerns you have around registration.

Zoom link for all 2021 web registration sessions:

<https://viu.zoom.us/j/61608092799?pwd=NmhvK3RnSkRRb1JqZEFrVGNteDhkQT09>