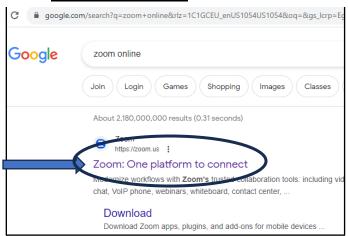
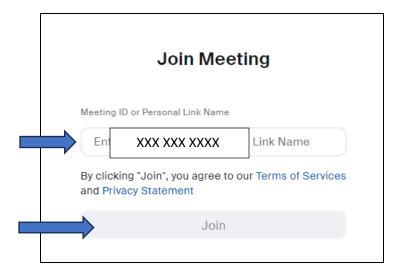
## **Zoom – Computer Using Google**

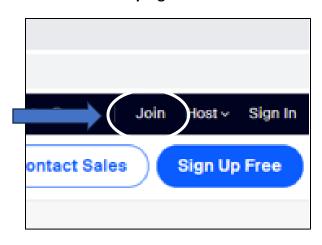
1. Search for Zoom. Then select <u>Zoom: One</u> platform to connect.



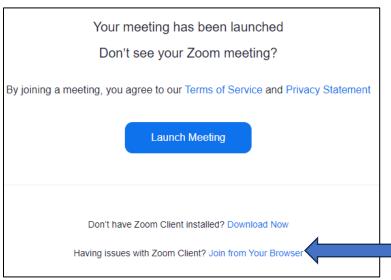
3. Enter Meeting ID. Then select Join.



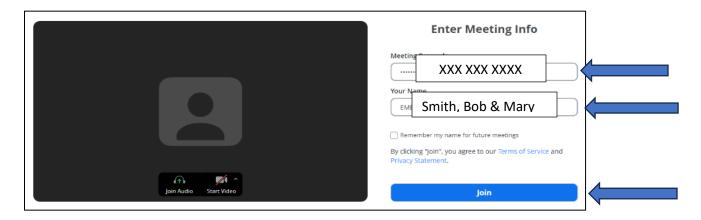
2. Go to the top right-hand corner and select Join.



4. Do not select Launch Meeting. Select Join from Your Browser



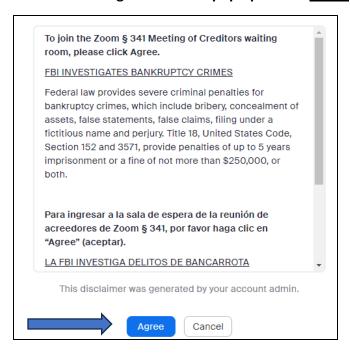
5. Enter 10 digit <u>Meeting Passcode</u>.
Enter your full name, <u>Ex: Debtor last and first name</u>, <u>Joint-debtor last and first name</u>.
Then select <u>Join</u>.



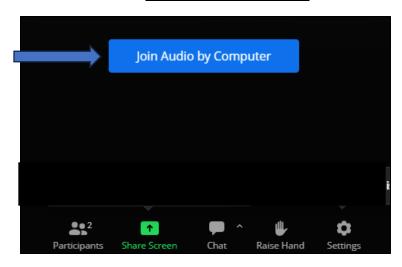
Revised 11/02/23 Page **1** of **2** 

## **Zoom – Computer Using Google**

6. The Zoom agreement will pop up. Select Agree.



7. Select Join Audio by Computer.



8. The Mute and Video buttons are in the bottom left-hand corner.

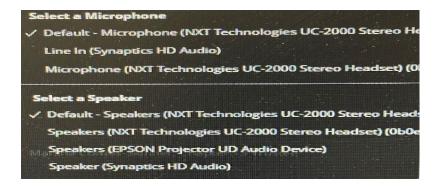
If you cannot see or hear, click the arrow next to microphone to open microphone and speaker options.

Make sure your camera is plugged in and connected.

Hover over the bottom of the screen if the task bar does not pop up.



9. Once selecting the arrow, the settings for the microphone should appear. Select what applies to your computer.



Revised 11/02/23 Page **2** of **2**