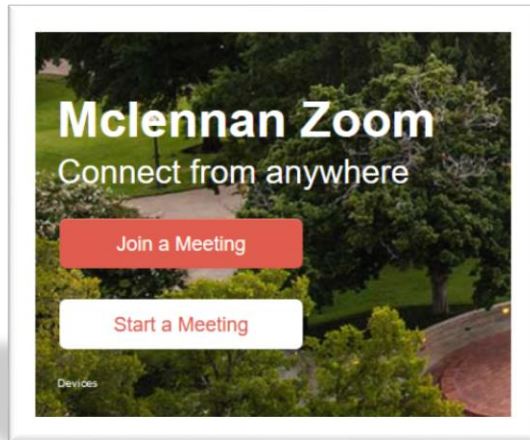


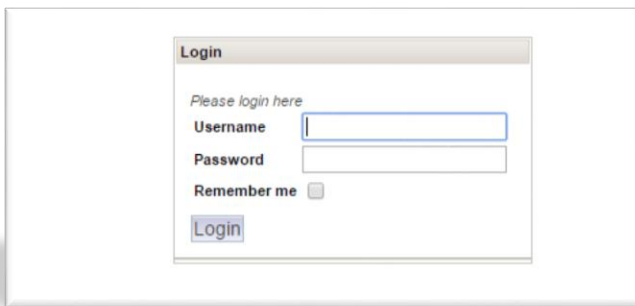
# Zoom

## Downloading Zoom

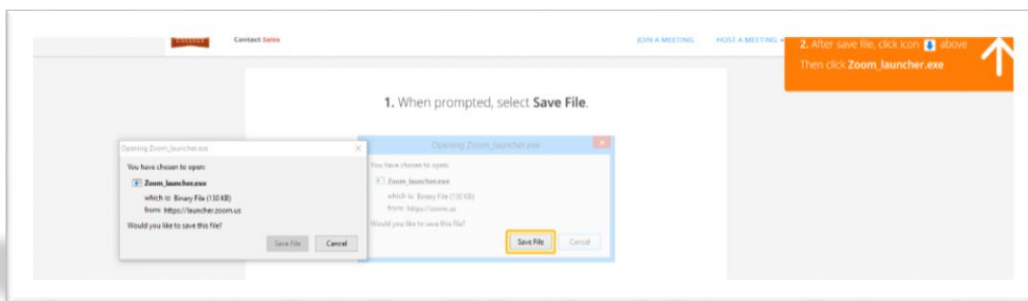
Go to <http://mclennan.zoom.us/> and select “Start a meeting”



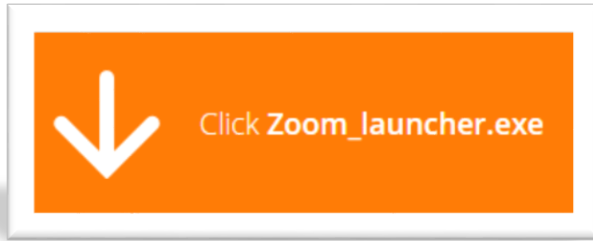
You will have to enter your MCC credentials.



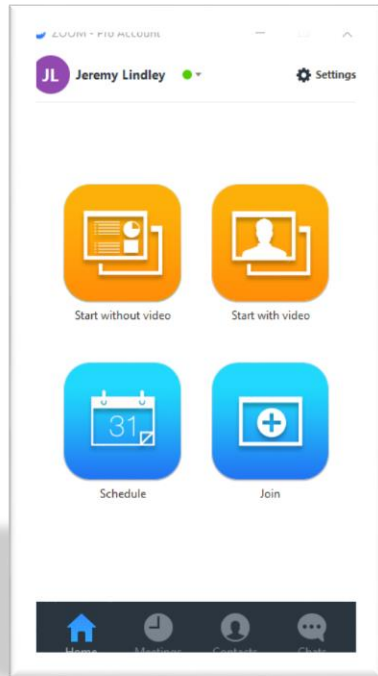
You will be asked to save the “Zoom\_launcher.exe” and then run installation.



**Note:** The way you start the Zoom download and installation will be a little different on different web browsers. Just follow the prompts!

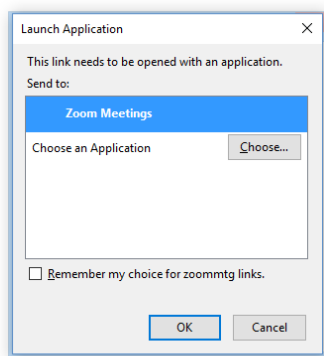


The Zoom Application will start after the installation.



**Note:** You can still start a meeting from [mclennan.zoom.us](https://mclennan.zoom.us), it will just prompt you to open the Zoom Application. You will need to log in and then select "OK" to start the Zoom Application. Select the box "Remember my choice for zoommtg links." To skip this step.

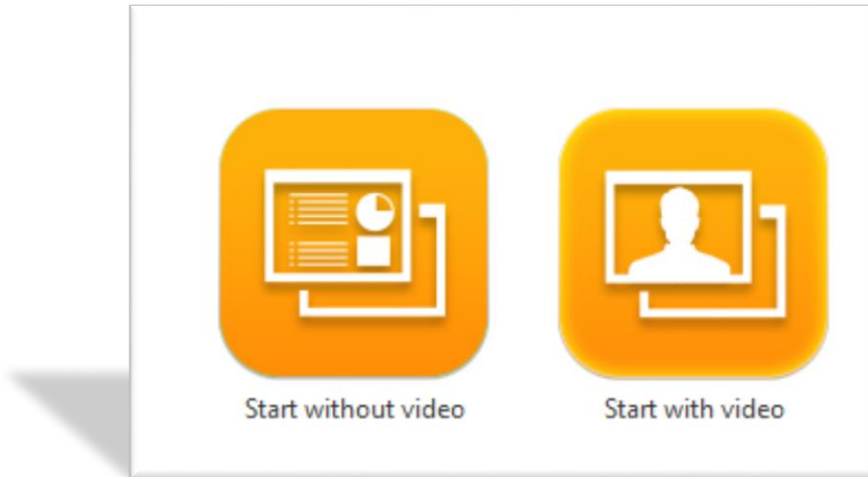
When prompted, select **OK**.



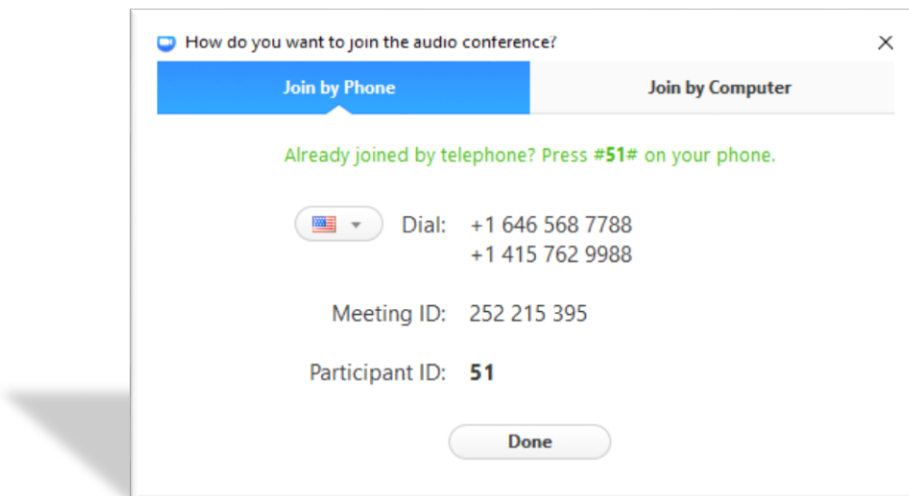
## Getting a meeting started

You can start a meeting with or without video, just select the image to start the meeting.

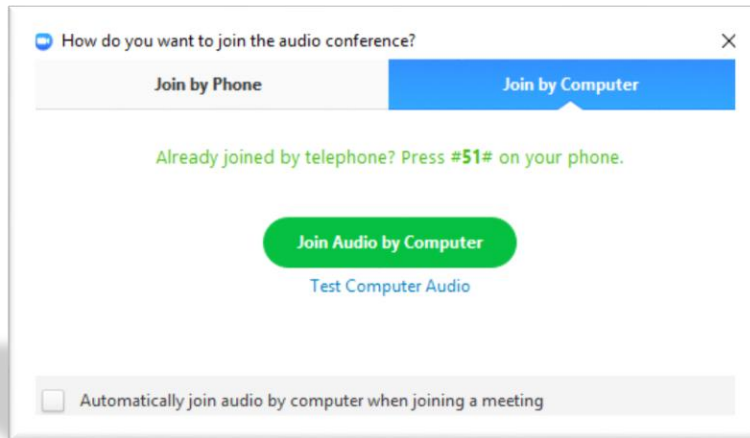
Note: After the meeting has begun, you can start or stop video no matter what “start” option you used to begin the meeting.



You will need to connect to an audio device. You can connect by phone (click on “Join by Phone” and dial one of the numbers to the right of the word “Dial”. Follow the prompts given over the phone. You can click “Done” on the computer, or the box will close after the call connects.)

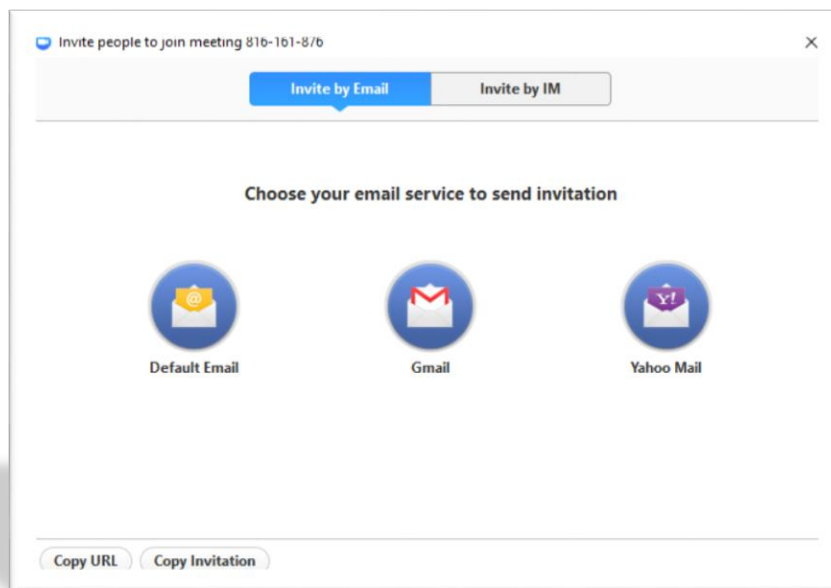
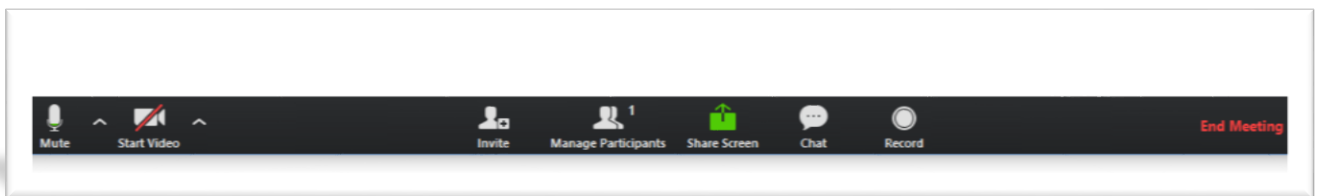


You can also connect by Computer. Click “Join Audio by Computer” to use the webcam or mic connected to your PC.



You are now connected to the meeting.

Select "Invite" to select different options of sending invitations on the pop-up bar.



Select "Default Email" from your office to use your MCC email. This is how the email will look to the recipient.

Send	To...	
	Cc...	
	Bcc...	
Subject	Please join <b>Mclennan</b> Community College's meeting in progress	

Hi there,

You are invited to a Zoom meeting now.

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to start or join: <https://mclennan.zoom.us/j/816161876>

Or, go to <https://mclennan.zoom.us/join> and enter meeting ID: 816 161 876

Join from dial-in phone line:

Dial: +1 646 568 7788 or +1 415 762 9988

Meeting ID: 816 161 876

Participant ID: Shown after joining the meeting

International numbers available: <https://mclennan.zoom.us/join?m=3i9FjQnU5bmU1mqXwzkpc80nU8MYS4Y0>