Introduction

Zoom is a cloud-based video communications app that allows you to set up virtual video and audio conferencing, webinars, live chats, screen-sharing and other collaborative capabilities. This document will show you the three (3) ways to join a Zoom meeting.

Joining a Zoom Meeting

There are multiple ways you can join a meeting. You can join a meeting through an email invitation, a web browser, and the Zoom client.

From an Email Invitation

1. Open the meeting invitation sent to your inbox. Or, if have accepted the invitation, earlier you may open it in your Outlook calendar.
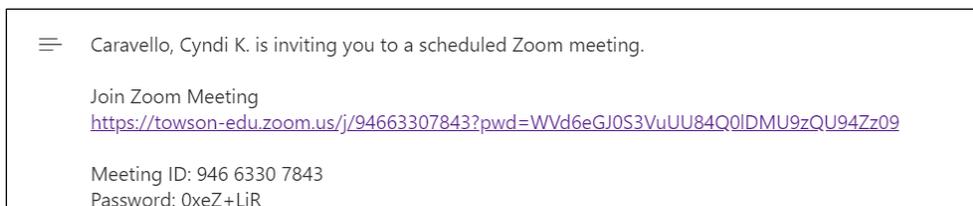
2. Click the link under **Join Zoom Meeting**.

> ≡ Caravello, Cyndi K. is inviting you to a scheduled Zoom meeting.
>
> Join Zoom Meeting
> https://towson-edu.zoom.us/j/94663307843?pwd=WVd6eGJ0S3VuUU84Q0lDMU9zQU94Zz09
>
> Meeting ID: 946 6330 7843
> Password: 0xeZ+LiR

Figure 1

3. A small dialog box may appear, click **Open Zoom Meetings**.

> Open Zoom Meetings?
>
> https://towson-edu.zoom.us wants to open this application.
>
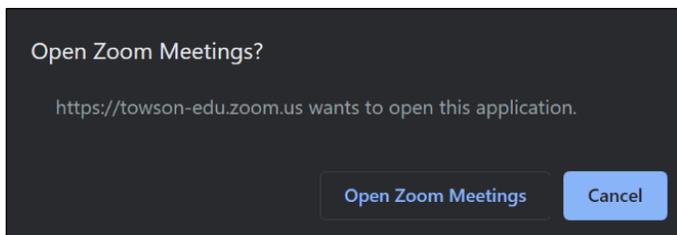> **Open Zoom Meetings**   Cancel

Figure 2

4. If a password is required, enter the password which is included in the email invitation, and click **Join Meeting**.

Note: If asked to **Sign In**, do the following: Click **Sign In > Sign In with SSO >** enter **towson-edu> Continue >** enter your **NetID** and **Password > Login > Open Link**.

> **Sign In**
>
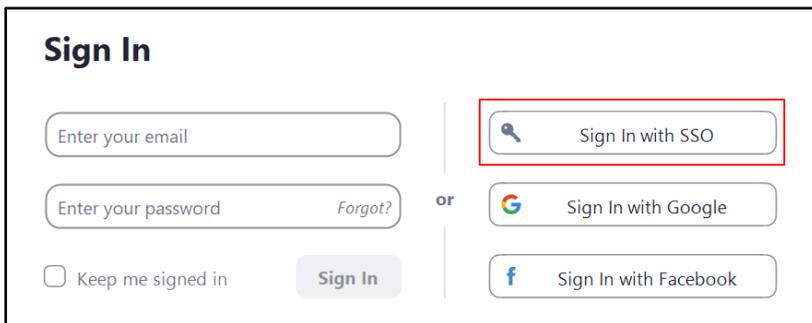> Enter your email
>
> Enter your password   Forgot?   or
>
> ☐ Keep me signed in   **Sign In**
>
> 🔍 Sign In with SSO
>
> G Sign In with Google
>
> f Sign In with Facebook

Figure 3

5. In the audio conference options screen, choose either **Phone Call** (a phone number will be provided) or **Computer Audio**.
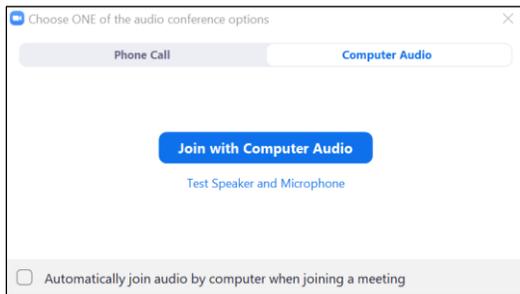

Figure 4

a. Click **Join with Computer Audio** to use your computer's microphone and speaker system to join the meeting.

b. You can also click the **Phone Call** tab which will give you a call-in number where you will enter the **Meeting ID**, **Participant ID**, and **Password** to join the meeting through your home phone or cellular device.

From a Web Browser

1. Open your preferred web browser (Chrome recommended) and navigate to **zoom.towson.edu**.
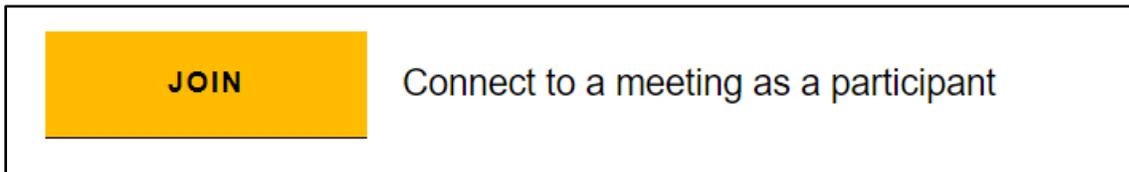
2. Click the **Join** button.

Figure 5

3. In the box, enter the **Meeting ID** or **Personal Link** and click **Join**. This will be included in the email invitation or sent via other communication means.
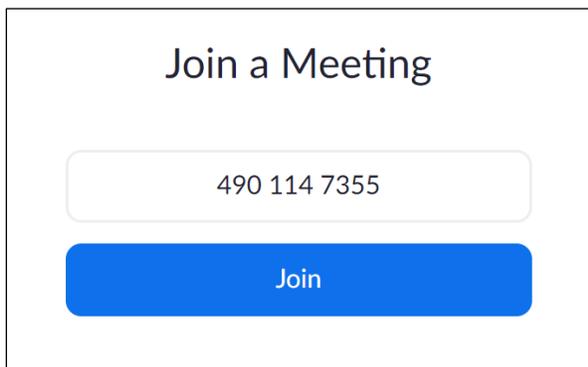

Figure 6

4. Follow steps 3-5 of the *From an Email Invitation* section to finish joining the meeting.

From the Zoom Client
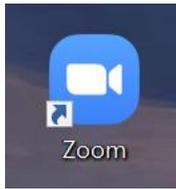
1. Open the **Zoom Client** from your desktop.

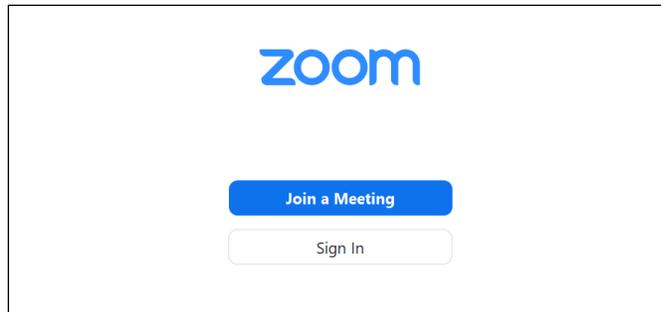
Figure 7

2. Click **Join.**

Figure 8

3. In the box, enter the **Meeting ID** or **Personal Link** and click **Join**. This will be included in the email invitation or sent via other communication means.
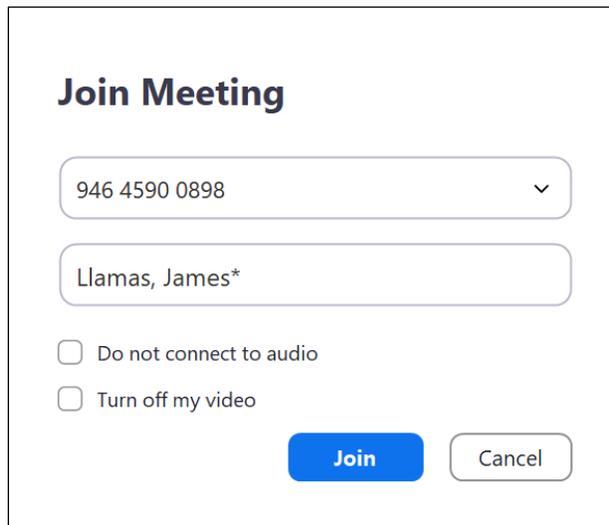

Figure 9

4. Follow steps 3-5 of the *From an Email Invitation* section to finish joining the meeting.