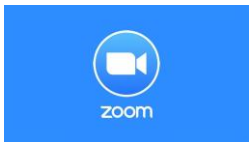



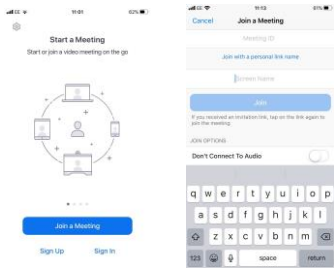
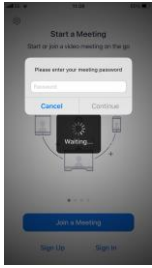
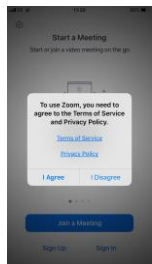
	<h2 style="text-align: center;">EasyRead guide to joining a Zoom meeting on a smartphone or tablet</h2>
	<p>Zoom is an app where you can join video calls and virtual meetings with more than one person. You can use it on your laptop, tablet, or on a smartphone</p>
	<p>It is a good way of communicating whilst we are in this difficult time. It means we can still see and speak to each other over the internet</p>
	<p>These are instructions for using Zoom on a smartphone or tablet</p>
	<p>Download the free Zoom app from App Store or Google Play depending on if you use apple or android devices</p>
	<p>You can join a meeting by clicking Join a Meeting</p> <p>You will be asked to enter the Meeting ID and add your name</p> <p>Or if you have received an email invitation, you can click the link to join the meeting</p>

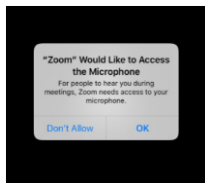


If you have been given a password, you will be asked to enter it

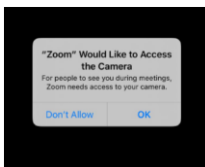


You will be asked to agree to the terms of service and privacy policy.

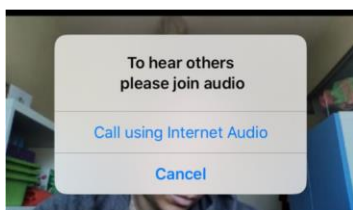
You should read these before agreeing



It will ask you to let the app access your microphone and camera.



You need to click "ok" so that you can speak and be seen during meetings

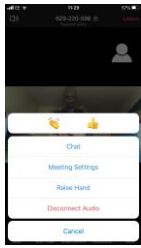


It may ask you to call using internet audio, so that you can hear the other people in the meeting



At the bottom of the screen there are some options.

Your microphone and camera can be muted. Turn these on so that you can be seen and heard during the meeting



During the meeting if you click the three dots this will give you some options to clap, put thumbs up and chat.

You might be asked to use these features during the meeting