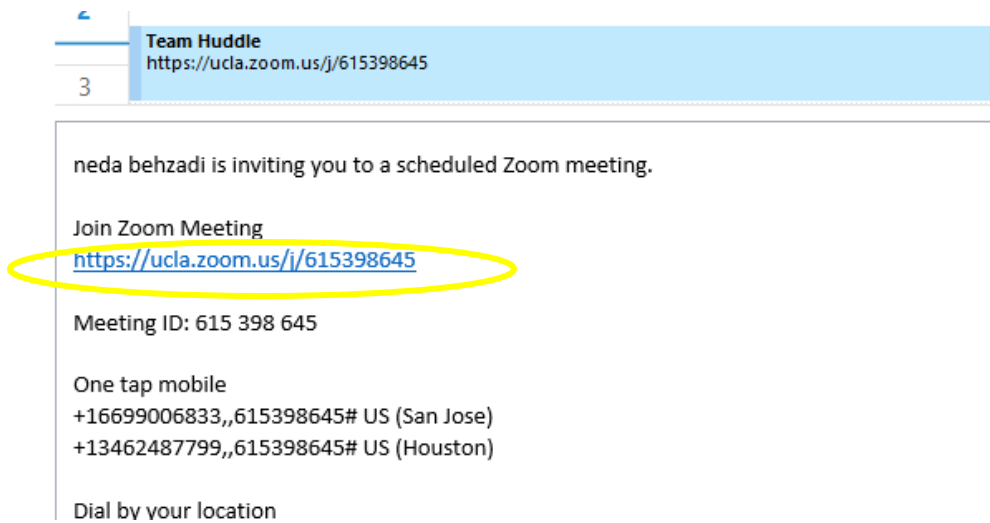


Zoom at UCLA

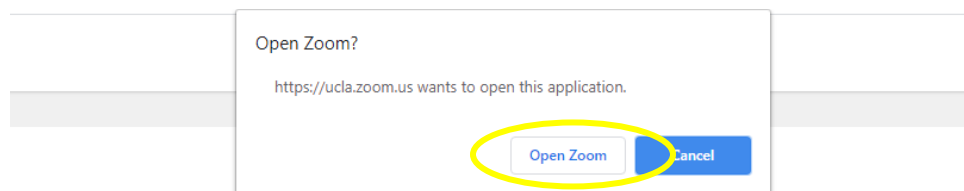
Zoom is UCLA's choice for video and web conferencing. Zoom allows you and your team to schedule audio and video meetings, conferences and much more. Below are the procedures for using Zoom.

Join a Zoom Meeting

Open the Zoom calendar invite via Outlook by clicking the link beneath "Join Zoom Meeting".



You will be prompted to "download and run Zoom" if it is your first time using Zoom. If you've used Zoom before, you'll be prompted to "Open Zoom".

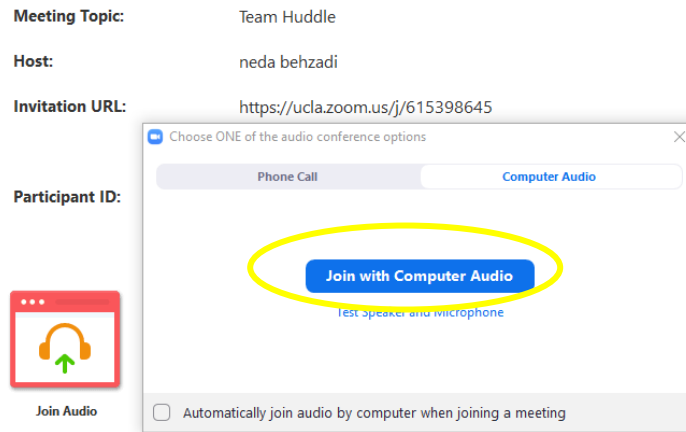


Launching...

Please click Open Zoom Meetings if you see the system dialog.

If nothing prompts from browser, [click here](#) to launch the meeting, or [download & run Zoom](#).

A box will appear that asks you to “Join with Computer Audio”. Click that.



You will be prompted to the Zoom meeting where you can “start video”, “join audio”, “share screen” etc.

