

JOIN A ZOOM MEETING AS A PARTICIPANT IN WT ZOOM SITE

Before joining a Zoom meeting in the WT Zoom site, consider the following information:

DO I NEED A ZOOM ACCOUNT TO JOIN A MEETING SCHEDULED BY MY PROFESSOR?

A Zoom account is **NOT** required if you are strictly joining Zoom Meetings as a participant. If your professor invites you to a meeting, you can join as a participant via WTClass **without** creating an account.

A Zoom account is only required if you need to create your own meetings and send invitations to participants.

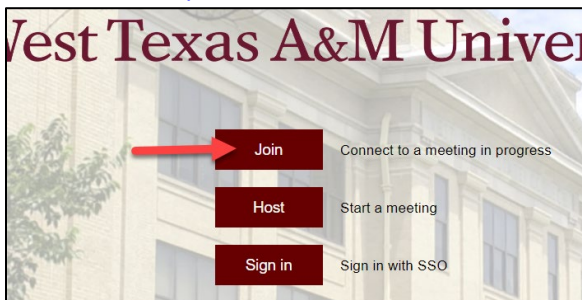
I WANT TO CREATE MY OWN MEETINGS TO COLLABORATE WITH CLASSMATES, HOW DO I SIGN UP FOR ZOOM?

You can sign up for a basic free Zoom account license at zoom.us/signup. Free accounts have a 40-minute maximum on group meetings and can schedule unlimited meetings. If you plan to meet longer than 40 minutes, you can schedule and move into a new meeting once your time is up.

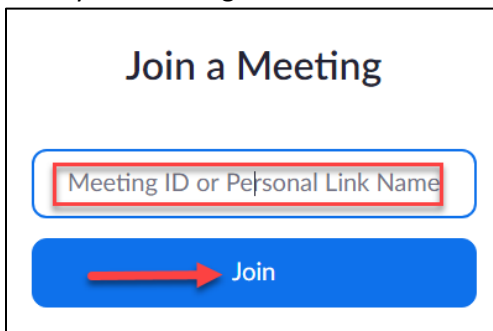
Students /Participants: You can join a meeting without signing in or creating an account, however you will need to enter the Meeting ID and Passcode to enter the meeting. See [How to Find My Meeting ID & Passcode](#) or contact the meeting host for this information.

JOIN A MEETING THROUGH THE WT ZOOM SITE

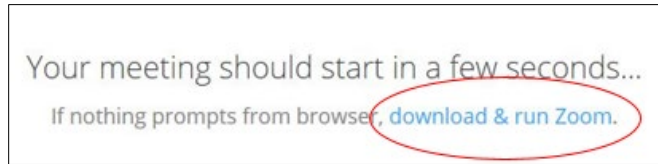
1. From your meeting invitation, locate your meeting ID and passcode or click on the meeting link. See [How to Find My Meeting ID & Passcode](#)
2. Click **Join** at <https://wtamu.zoom.us>.



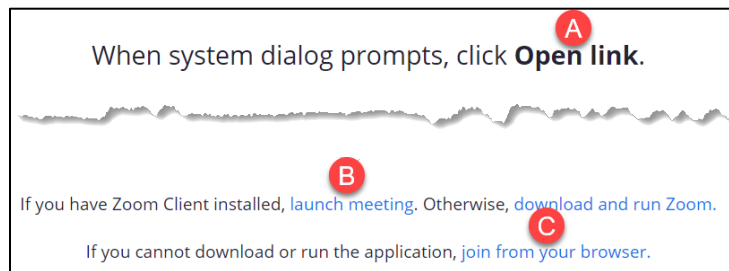
3. Enter your Meeting ID and click Join.



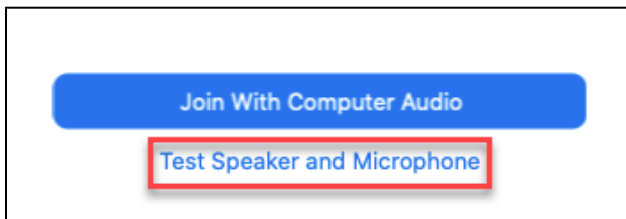
4. Enter your meeting passcode if prompted and click **OK**.
5. Zoom will open in a new window (you may need to allow pop up windows in your browser).
 - **If you have not downloaded Zoom**, you will be prompted to download and install the Zoom Installer. This may take several minutes to download and run.



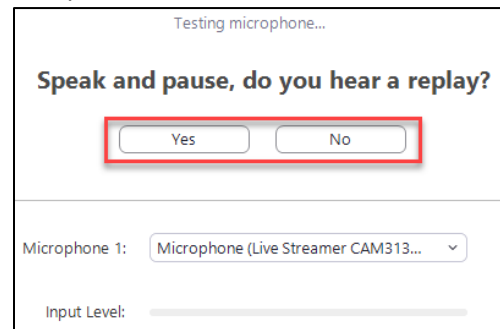
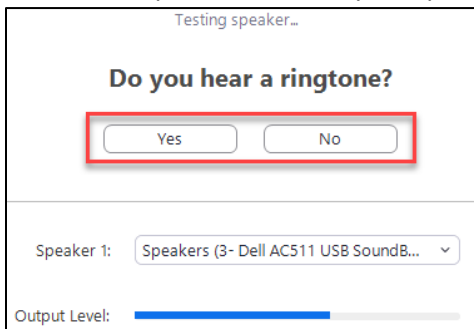
- **If you have Zoom downloaded**, you can select any of the following:
 - A. **Open Link**, you will be prompted by the system dialog box
 - B. **Launch Meeting**, to launch the Zoom app on your computer or device
 - C. **Join From Your Browser**, if you cannot download and install Zoom



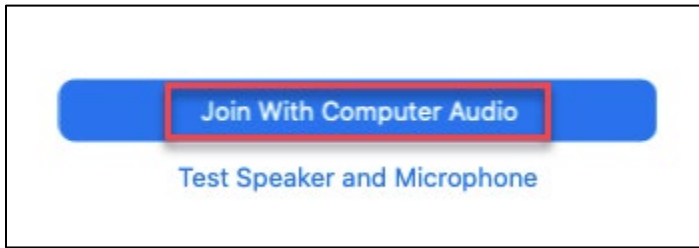
6. Once download and login process is complete, you will be taken to the meeting in Zoom.
7. Select **Test speaker and microphone** to ensure that you can hear others and they can hear you.



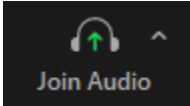
8. Answer the questions to find your speaker and microphone sources.



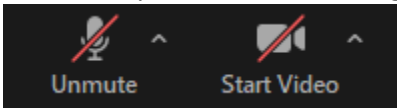
9. Click **Close** when the audio test is complete and then **Join With Computer Audio**.



NOTE: If you do not see the screen above, locate the **Join Audio** option at the bottom of your screen to hear and connect your mic to the meeting.



10. When ready, click **Unmute** to begin speaking and/or click **Start Video** to appear on camera.



WHAT DO I DO IF I GET DROPPED FROM THE MEETING?

Re-boot your computer or device, access a different browser (Chrome or Firefox), and then log back into the Buff Portal and re-access the Zoom meeting using the Zoom link in the course menu. You may want to ask anyone in your home to stop streaming, gaming, and/or put all devices on airplane mode and stay off the Internet & WiFi until your meeting is over.

ADDITIONAL INFORMATION:

[Start a Test Zoom Meeting](#)

[Testing Computer or Device Audio](#)

[Testing Your Video](#)

[Attendee Controls in a Meeting](#)