How To	Windows Laptop	Mac Device	Android Phone or Tablet	iPhone or iPad
Install Zoom	Go to <u>Download Center</u> and install the Zoom Workplace version matching your device	Go to <u>Download Center</u> and install Zoom Workplace for MacOS	Open <u>Google Play</u> on your device, search for Zoom and install Zoom Workplace	Open the <u>App Store</u> on your device, search for Zoom and install Zoom Workplace
Joining the Meeting	Please use the Meeting Link received in your confirmation email to join the Meeting, ensuring that you use the same email address to log in to your Zoom account			
Use the Raise Hand function	To indicate that you wish to spectrum of your Zoom Me At the bottom of your Zoom Me On the small pop-up that come Q ^ O1 ^ Audio Video	eak, use the Raise Hand function beeting window, find the React icc es up, click on the Raise Hand b ce 3 ^ Participants Chat	on on in the centre and click on the utton ^ () React () Share	arrow next to the icon Raise hand Chat
Mute/Unmute yourself or switch your Camera On/Off	When invited to speak, you will have been promoted to a paneli Upon accepting, you may use th buttons to toggle your mic and o	get a prompt that you ist. he Audio and Video camera on or off	ike to promote you to be a panelist mute and start video which means you will be visible order forecod functionance, for archive the weblow index of the analysis of the content (table to a poll section) to thin? Joint is or third-sarry A models. It permissions also may save and share the weblow Stay as attende	^
Vote in a Zoom Poll	When a Poll is triggered, you wil Select your choice, then click S	Il see it pop up ubmit • For • Against • Abstain	oice) Poll 1. Motion (Single choice) For Against Abstain	Submit
Q&A	Please note that the Q&A function will be enabled only for points of order, points of information, or points of privilege.			
Emoji Reactions	Emoji Reactions will be on for this Meeting, these can be found by clicking on the 'React' button at the bottom of the screen			
Link to Detailed Instructions				