

How to Join a Zoom Meeting

Basic instructions for using the internet meeting service, Zoom.

Thurston County government uses the internet meeting service called Zoom for some online community meetings. You don't have to pay or register to join these meetings. These instructions work for most, but not all computers and phones. Find more [instructions on Zoom's website](#).

USING A MEETING LINK

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| Connect to the internet. |
| Click on the link that is provided. |
| Enter the meeting ID that is provided. |
| Enter the password that is provided. |

USING COMPUTER OR LAPTOP (PC or MAC)

| GOOGLE CHROME BROWSER | MICROSOFT EDGE OR IE (internet explorer) BROWSER |
|--|---|
| Connect to the internet. | Connect to the internet. |
| Open Google Chrome. | Open Edge or Internet Explorer. |
| Go to join.zoom.us | Go to join.zoom.us |
| Enter a meeting ID. | Enter a meeting ID. |
| Click the Join button. -If 'Open Zoom Client' pops up, click yes, open or allow. -Next click Open Zoom Meetings (PC) or Open zoom.us (Mac). | Click the Join button. |
| Enter password. | Enter password. |

USING A PHONE

| iPHONE | ANDROID SMARTPHONE | FLIP PHONE | ANALOG PHONE (except rotary dial) |
|---|--|--|--|
| Download the Zoom app from the app store on your smartphone (it's free) | Download the Zoom app from the app store on your phone (it's free) | Call the phone number provided (charges may apply depending on your plan) | Call the phone number provided (charges may apply depending on your plan) |
| Click 'Join a Meeting' | Click 'Join a Meeting' | Enter meeting ID when prompted | Enter meeting ID when prompted |
| Enter ID number when prompted | Enter ID number when prompted | Enter password when prompted | Enter password when prompted |
| Choose your audio/video preference & tap 'Join Meeting' | Choose your audio/video preference & tap 'Join Meeting' | | |

ABOUT THESE INSTRUCTIONS

What to Know Before Joining the Meeting

- In most cases, you will not be able to speak to the group or staff during the meeting.
- Your ability to see and/or hear the meeting depends on the device and method you use to join the meeting, as well as your ability to access to the internet, and the quality of your connection.
- Your experience with Zoom may be different than described.
- These instructions are intended for informational purposes only. They are not exhaustive.
- The County is unable to provide individual technical support.

Common Problems

Incompatible technology is the most common problem. Some computers, smart phones, and browsers may not work with Zoom. Your internet service may also affect your ability to join the meeting. If you are unable to join, the meeting will be recorded and posted online at a later date.

What to expect

- Some staff and participants do not have experience hosting Zoom meetings. We expect to learn, and improve as we go.
- Please be civil and courteous when engaging with others online. These meetings are recorded.
- In the unlikely event that something inappropriate appears onscreen, the offending participant will be removed from the meeting. Uncivil participants and commenters will be removed also. Watch the Board of [County Commissioners discuss Civility on YouTube](#).