

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 THE MEETING LINK THAT WAS PROVIDED

Connect to the internet.
Click or tap on the link that was provided in the HCP Meeting Link & Reminder email. <ul style="list-style-type: none">• A pop-up box may appear asking "Open Zoom Meetings?" If so, click/tap the "Open Zoom Meetings" button, enter the passcode when prompted and click/tap "Join Meeting" box.• If you've previously allowed Zoom to set cookies, simply enter the passcode, and join.

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](#).