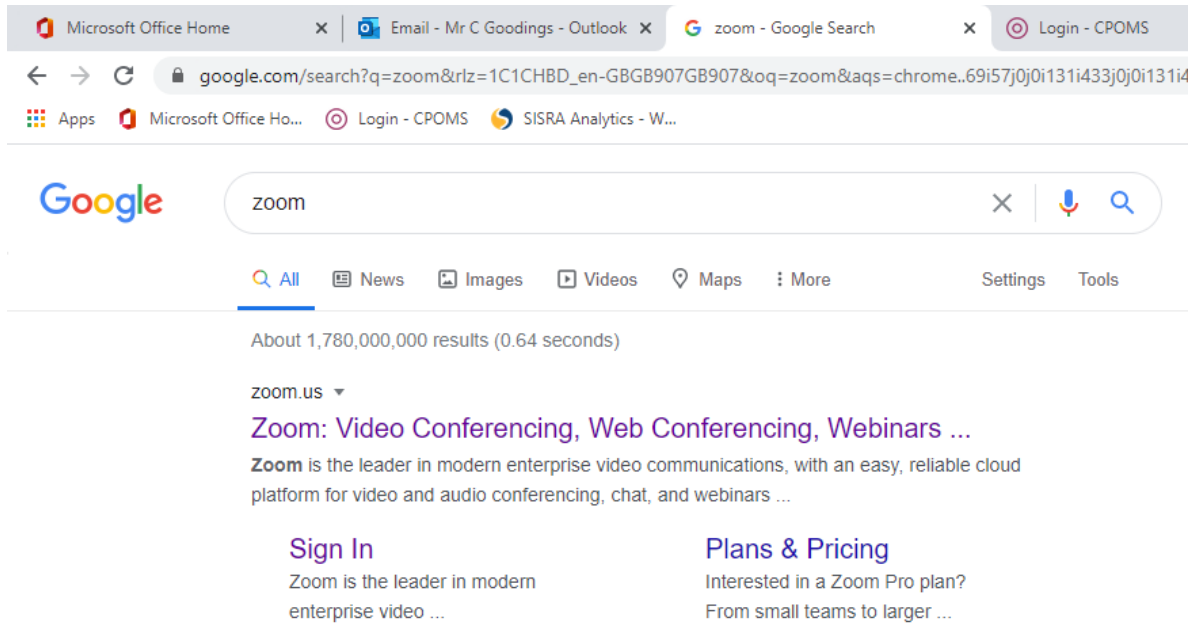


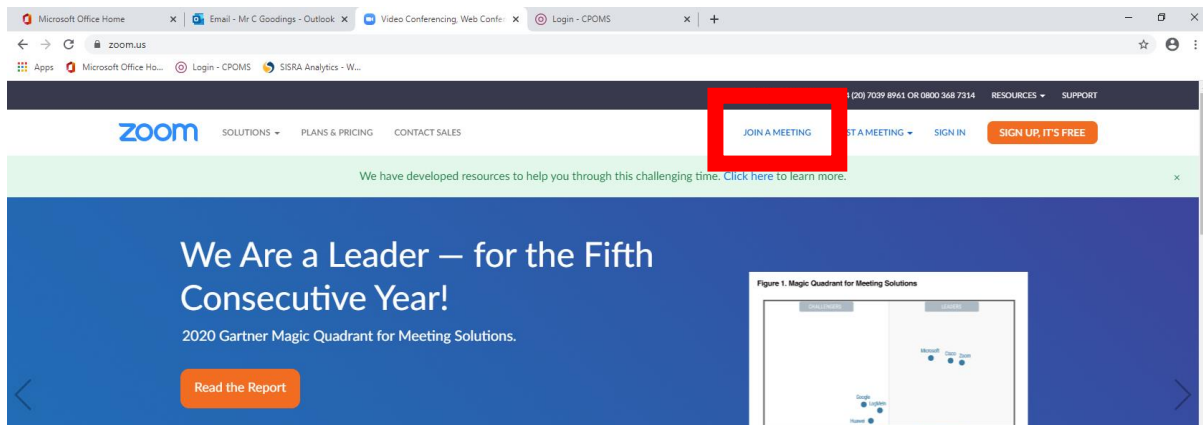
Zoom Guide

Zoom can be accessed through a web browser such as Edge, Safari, or Chrome. It can also be downloaded as a free app from the apple or play store.

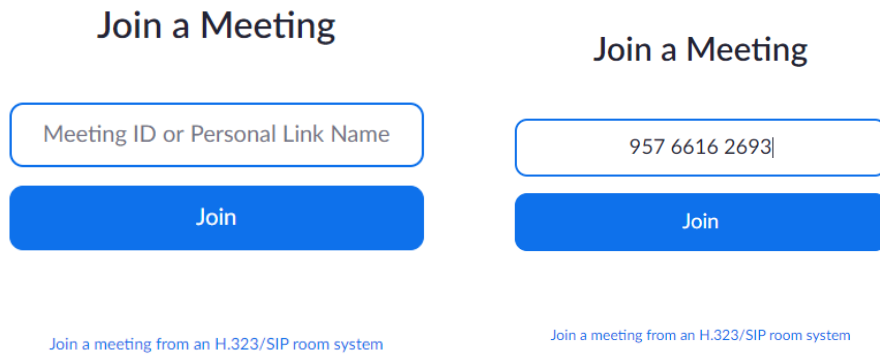
Step 1 – Open up your web browser and search for “Zoom” – it should be one of the first options



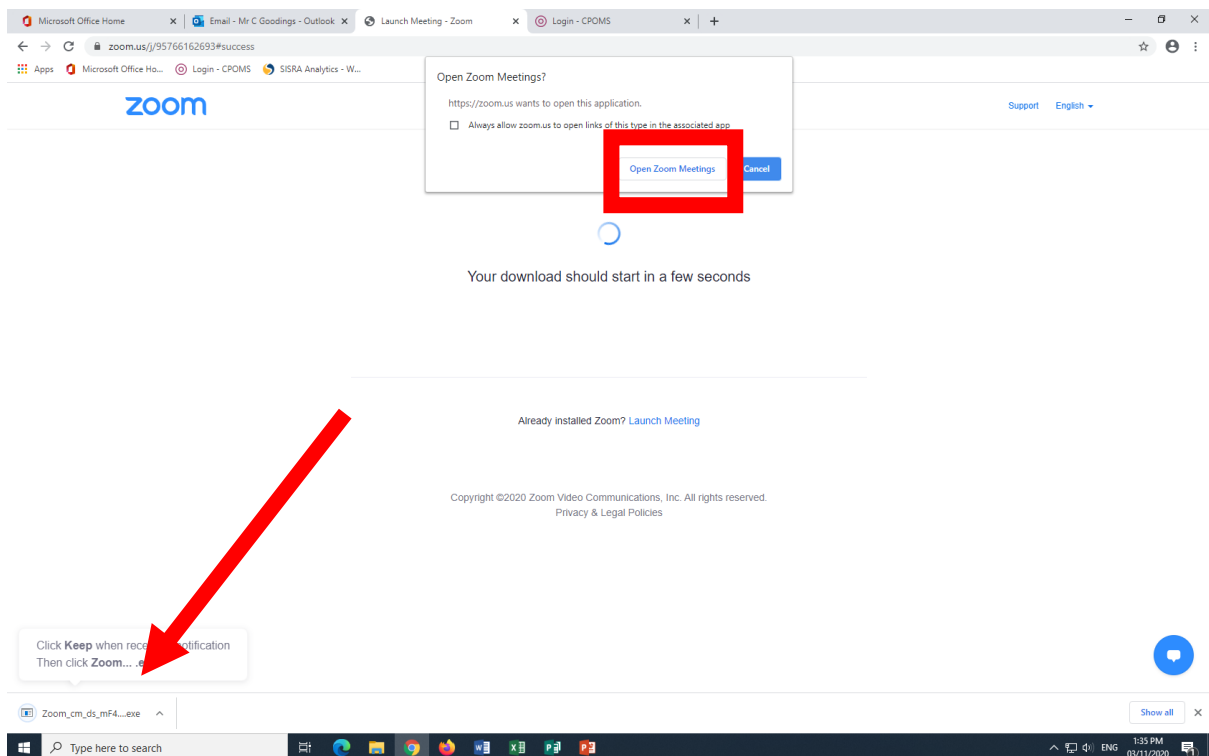
Step 2 – Click the link on the browser and it will take you to the Zoom website. Select “Join a Meeting” at the top right



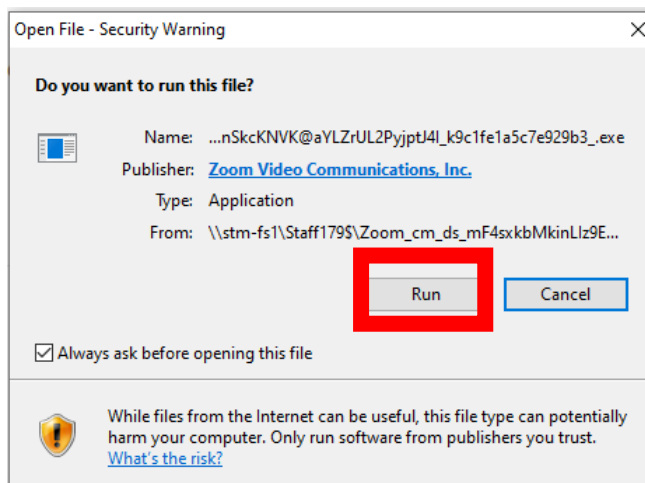
Step 3 – You will be asked to enter the meeting ID – this will have been sent to you by your child’s form tutor and will look like the example below



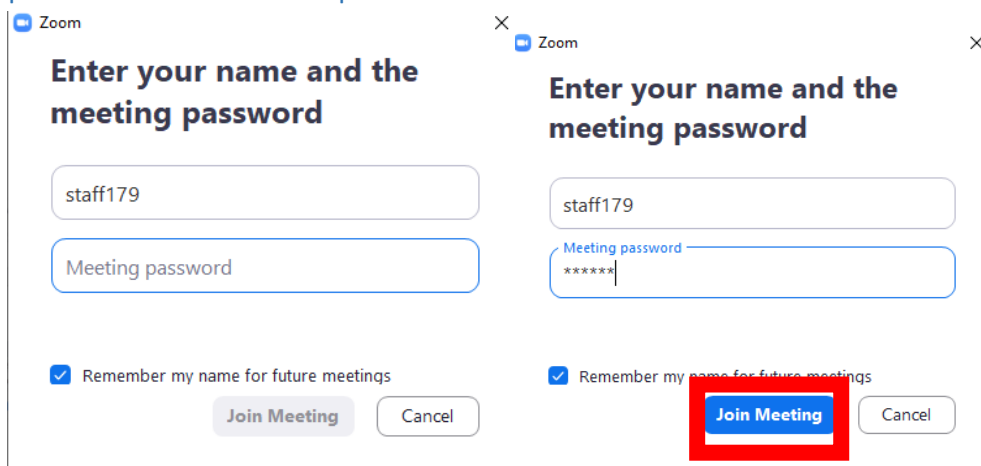
Step 4 – if you are using a computer, you will be prompted to open the Zoom Meeting – selecting this option will download a file to your computer



Step 5 – Run the file that was downloaded by double clicking it and choosing “Run” from the dialog box that opens up



Step 6 – Enter the name of your child along with the meeting room password that was provided and then select “Join Meeting”



This will take you into the waiting room where the form tutor will admit you when it is time for your appointment – you should allow computer audio and computer video when setting up.

Installing using a mobile app

1. Find the zoom app in your App store and install it
2. Once open you will have the option to join a meeting
3. Enter the meeting ID and password as above and you will be added to the waiting room
4. Enable device audio and video when joining