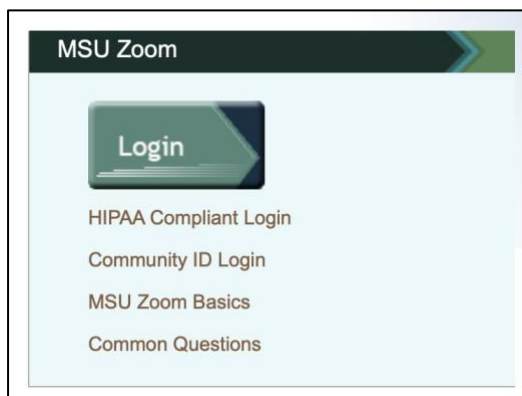


Instructions for Joining Zoom Sessions

The following are instructions to join sessions using Zoom. There are various ways to do this. *For our course, it is highly recommended that you use Options 1 or 2 (Desktop app or Mobile app).* However, if you cannot use either of those options, then you can join via a web browser (like Safari, Chrome, Firefox, etc.) or calling in using a phone (Options 3 and 4).

There is a lot of online help with Zoom. You can find answers to many of your questions here: <https://msu.zoom.us> and clicking on either the “MSU Zoom Basics” or the “Common Questions” links.

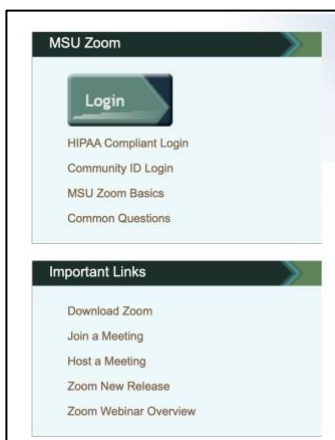


Note: The screenshots in this document may look different for you depending on which platform you are working on (Mac OS, Windows, or Linux). But they should be very similar to each other.

Option 1: Joining using the Zoom Desktop App

The following steps talk about how to install the Desktop App on your computer. You will have to only do these steps the first time. After the initial installation you can just open the Zoom program on your computer and join the meetings directly.

- Go to <https://msu.zoom.us> and click on the “Download Zoom” link



- After clicking on the link, the Zoom install should start automatically. Depending on your operating system (Mac or Windows) and the browser you are using, different things may happen. See below...

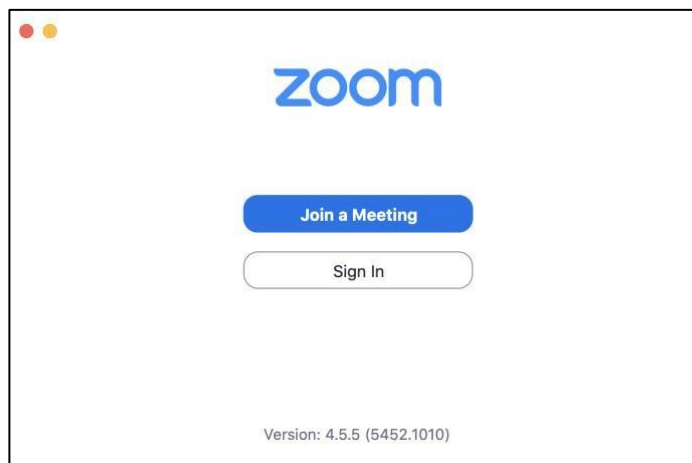
Installing the Zoom App (Desktop or Mobile)

Using Zoom with a Windows, MacOS or mobile device requires the installation of an app. If not previously installed, Zoom will prompt the user to download and install the software app when joining a meeting or webinar.

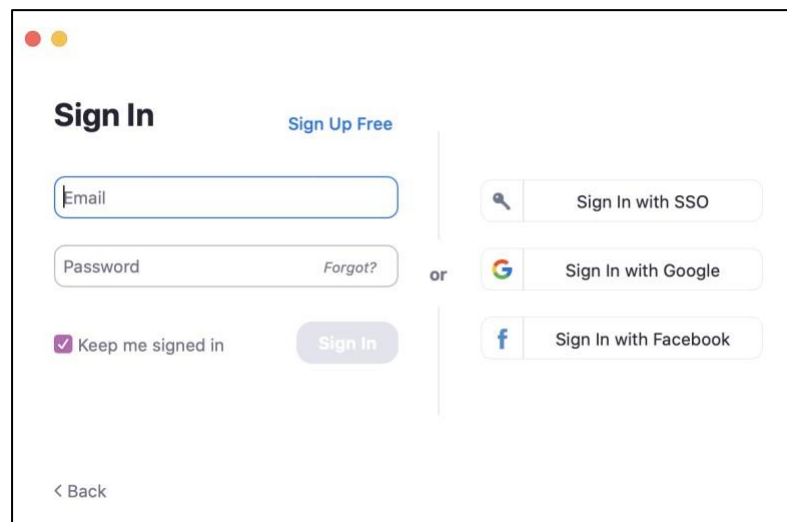
Zoom users can also install the app in advance of using the service to join or host a meeting:

1. Click on the **Download Zoom** link in the Important Links section below the login button.
2. Some browsers give the option to run ZoomInstaller.exe immediately, others download and save it automatically.
 - Internet Explorer and Edge should give the option to run the file as soon as you download, or will open a bar at the bottom of the screen after it downloads where you can choose to run it or open the folder where it was saved.
 - Chrome should pop up a line at the bottom indicating the file is downloaded, and you can run it from there. Else you can click the 3 vertical dots menu in the top-right corner and select 'Downloads' to see the file and run it from there instead.
 - Firefox should prompt to run or save the file. If you choose to save, a blue download arrow will appear in the top-right of the screen that you can click on to view your downloads.

- Once you have finished installing the Zoom app on your computer, you can open it. You will have to first sign in.

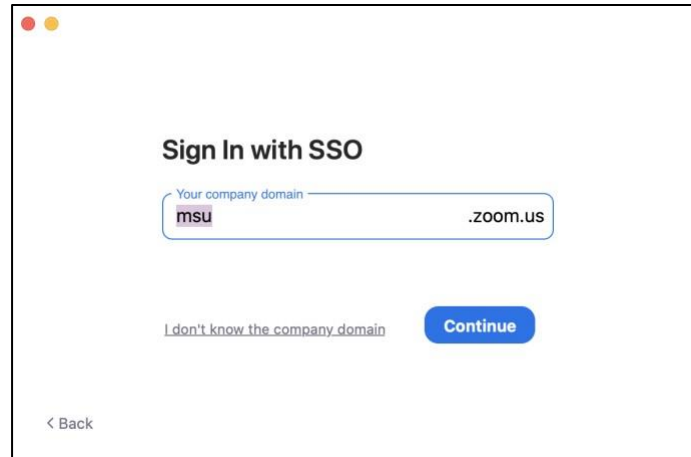


- Click on the “Sign In” button and then on the “Sign in with SSO” option.

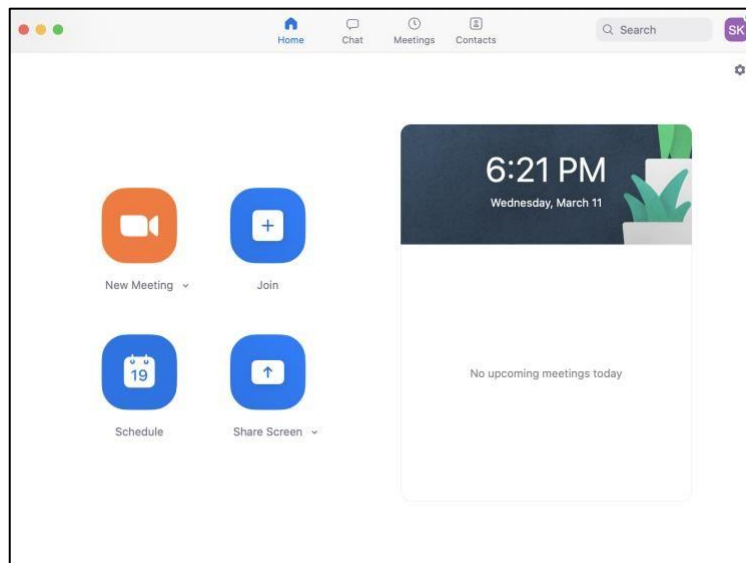


Please note that you have to use the SSO option to get the full features of Zoom. Do not use Facebook or Google to sign in.

- Type in “msu” into the blank space and that will take you to your MSU log in page. Log in using your MSU NetID and password

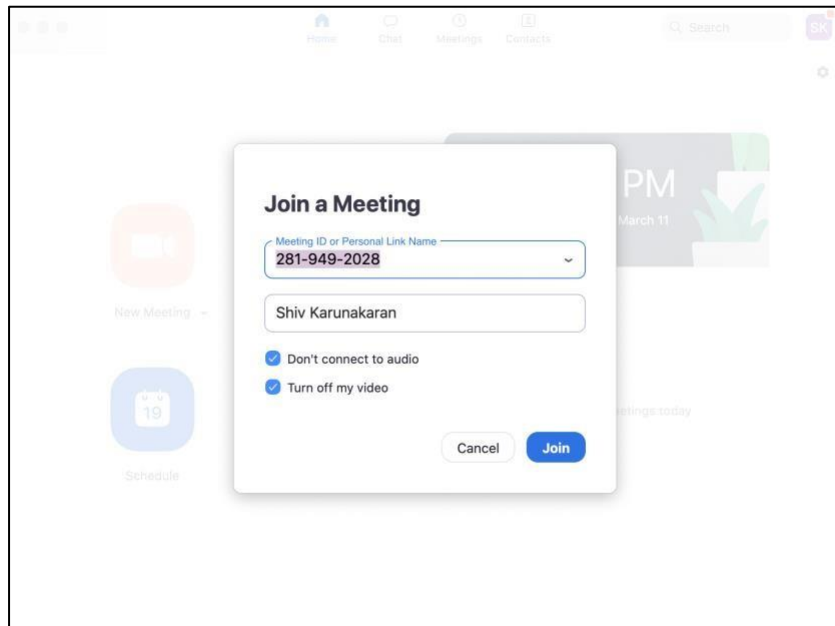


- After signing in, it will prompt you to launch Zoom again. You should do this. Then the Zoom app will open again. The screenshot below is for a Mac. This will look a little different on Windows or Linux, but you will have the same options.



- Click on the “Join” option and enter in the meeting ID. For our course this is:

481-366-5416



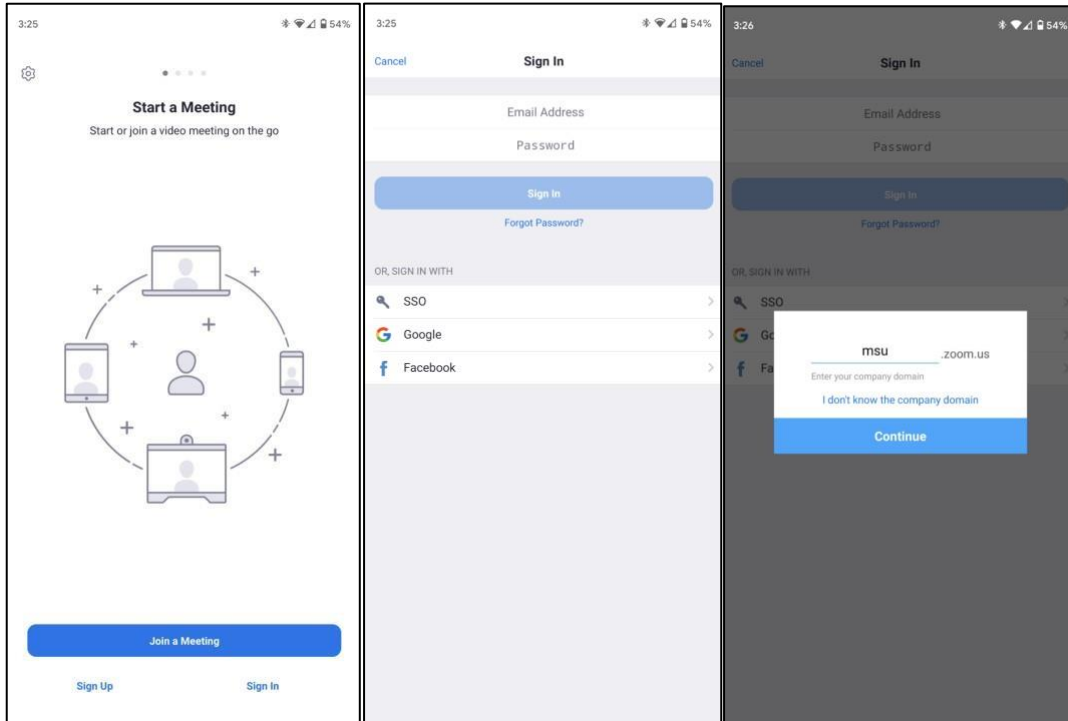
- Make sure to have the “Turn off my video” and the “Don’t connect to audio” options checked.
- Once you have joined the meeting you can communicate with your instructor and others in the class by either turning on your audio and speaking, or by using the Chat option.
- Once you have joined the meeting, you also have the option of connecting your video by turning on that option.

Note that you only have to do this the first time. Every subsequent time, you can just open up the App on your computer, sign in, and join the meeting.

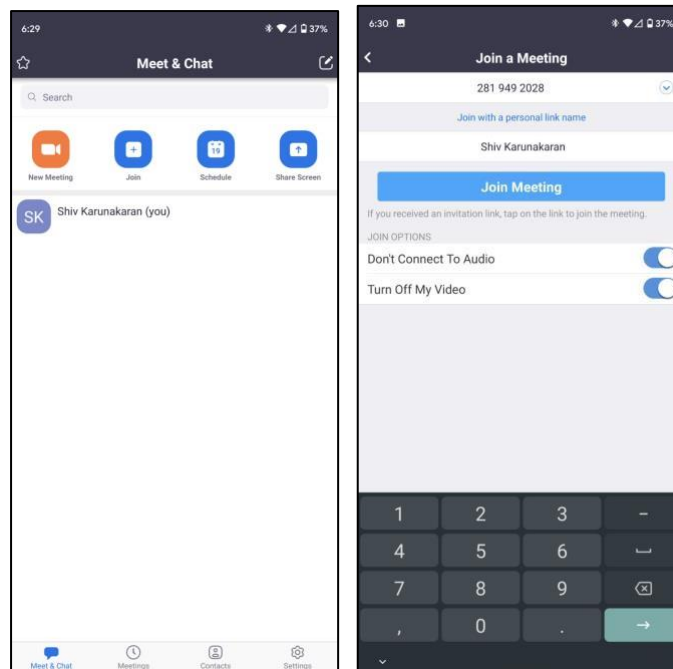
Option 2: Joining Using the Zoom Mobile App

The following steps talk about how to install the Mobile App on your iOS or Android cellphone. You will have to only do these steps the first time. After the initial installation you can just open the Zoom App on your cellphone and join the meetings directly.

- Download the Zoom app on your android or iOS phone using the Google Play Store or the Apple App Store.
- Open the downloaded app and log in to Zoom.
 - You will have to click on Sign in and select the SSO option. Then type in msu into the _____.zoom.us part and then use your MSU ID and password to log on.



- Click on the Join button and type in the meeting ID that your instructor has provided you with. This number is usually an 8 or 9 digit number.



- Make sure to have the “Turn off my video” and the “Don’t connect to audio” options checked.

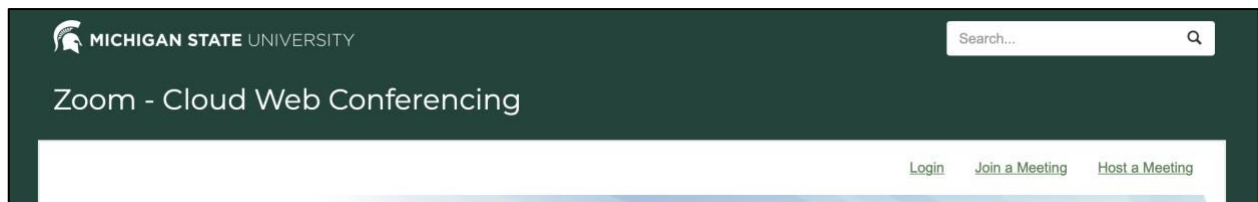
- Once you have joined the meeting you can communicate with your instructor and others in the class by either turning on your audio and speaking, or by using the Chat option.
- Once you have joined the meeting, you also have the option of connecting your video by turning on that option.

Note that you only have to do this the first time. Every subsequent time, you can just open up the App on your computer, sign in, and join the meeting.

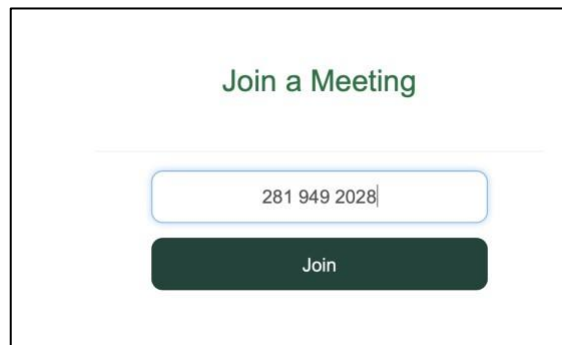
Option 3: Joining Using a Web Browser (Not the ideal option)

Use this option only if you cannot join the Zoom sessions using the computer app (Option 1) or the cell phone app (Option 2).

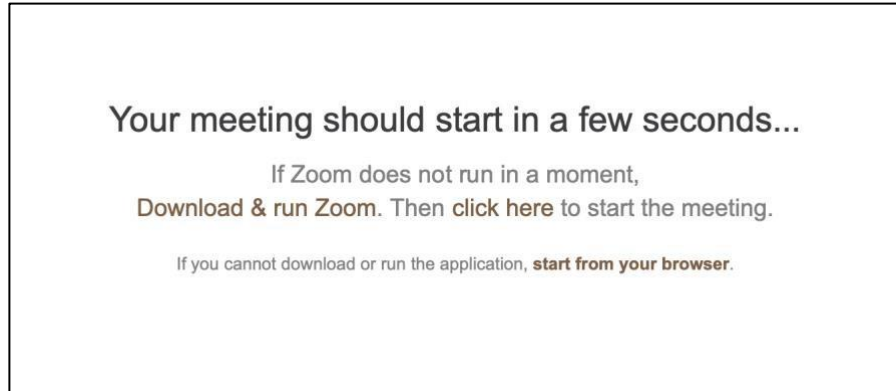
- Open up your favorite web browser (Chrome, Safari, Firefox, Explorer, etc.).
- Go to <https://msu.zoom.us> and click on the “Join a Meeting” link



- Type in the meeting ID that your instructor has provided you with. This number is usually an 8 or 9 digit number.



- Click Join and your browser may prompt you to download the Zoom app. If you want to do this, then refer to Option 1. If you don't want to do this, then click cancel and select the “start from your browser” option.



- Once you have joined the meeting you can communicate with your instructor and others in the class by either turning on your audio and speaking, or by using the Chat option.
- Once you have joined the meeting, you also have the option of connecting your video by turning on that option.

Option 4: Joining Using a Phone Call (Use if you do not have a reliable internet connection)

You should use this option if you do not have a reliable internet connection.

Use your phone to dial in the meeting phone number that your instructor has provided you with. This will allow you to hear what is being said during class time, but it will not allow you to see what is being written. Your instructor will provide you with PDF class notes either before or after the class meeting.

If you have to use this option, please let your instructor know, so that they can help you be as prepared as possible.