

## Quick Reference Guide

Please follow these instructions to connect to your friend or loved one via video call from your MacBook or Mac desktop computer.

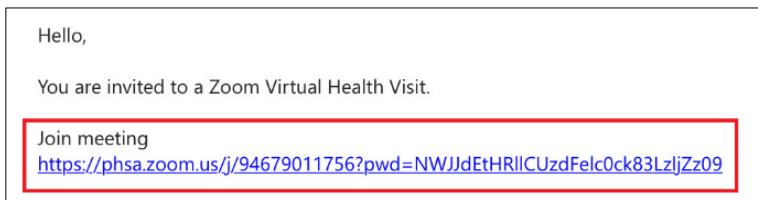
### Before You Join a Zoom for Healthcare Meeting

Before participating in a Zoom for Healthcare meeting, you are encouraged to join a test meeting on your Mac device to get familiar with Zoom, and test your video and audio.

To join a test meeting, visit <https://zoom.us/test> and follow the instructions.

### To join a Zoom for Healthcare meeting:

1. On your MacBook, open the email you received from “No-Reply – Island Health Zoom Invite.”
  - If you do not see an email in your inbox, check your junk box.
2. In the email invitation, tap the **Join meeting** link.



- A new window or tab opens, with options on how to join the meeting.
3. If you have Zoom Client installed on your device, click **launch meeting**.
    - If you do **not** have Zoom Client installed on your device, you can select **join from your browser** to attend the meeting without installing Zoom client.

**Note:** If you choose to **download and run Zoom**, please follow the steps for **Downloading Zoom on MacBook (Optional) & Joining Meeting**, starting on page 4 of this document.

**After download completes, run Zoom, then enter your meeting ID  
946 7901 1756 to join meeting**

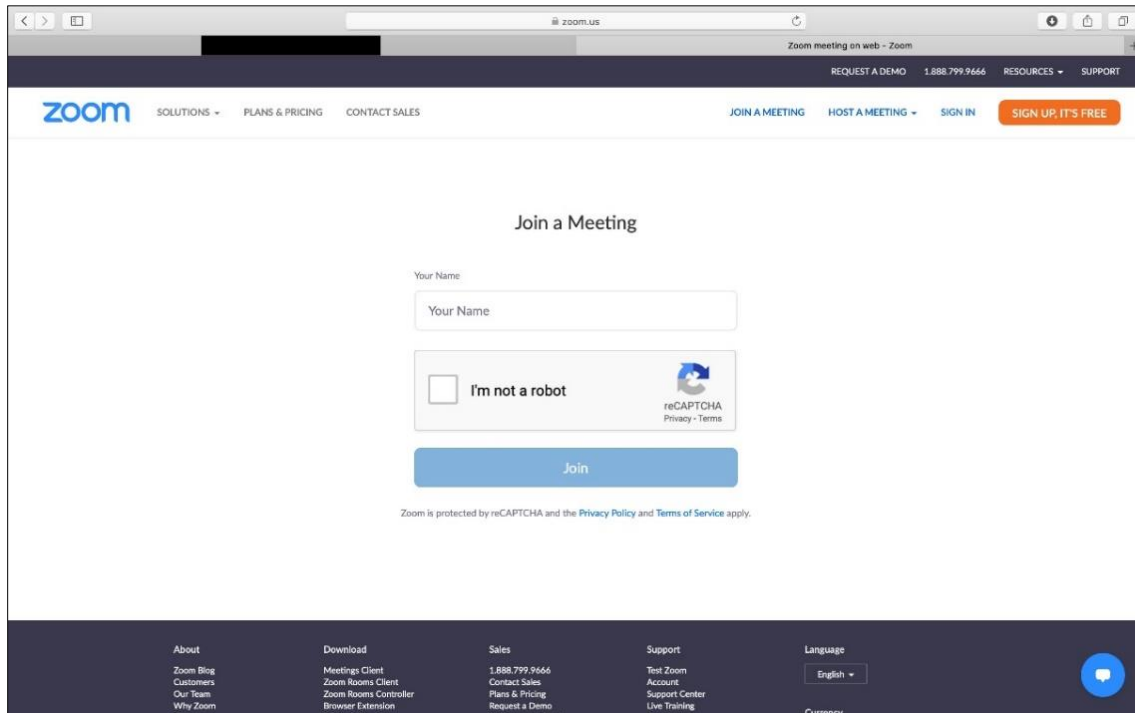
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If you have Zoom Client installed, **launch meeting.** Otherwise **download and run Zoom.**

If you cannot download or run the application, **join from your browser.**

## Quick Reference Guide

- The **Join a Meeting** window appears.
4. If prompted, enter **Your Name** and then click **Join**.




**Note:** You may need to select **I'm not a robot** and then click **Join**.

- You will now be placed in a virtual 'waiting room' until the meeting host (device at the hospital room you are calling) admits you.



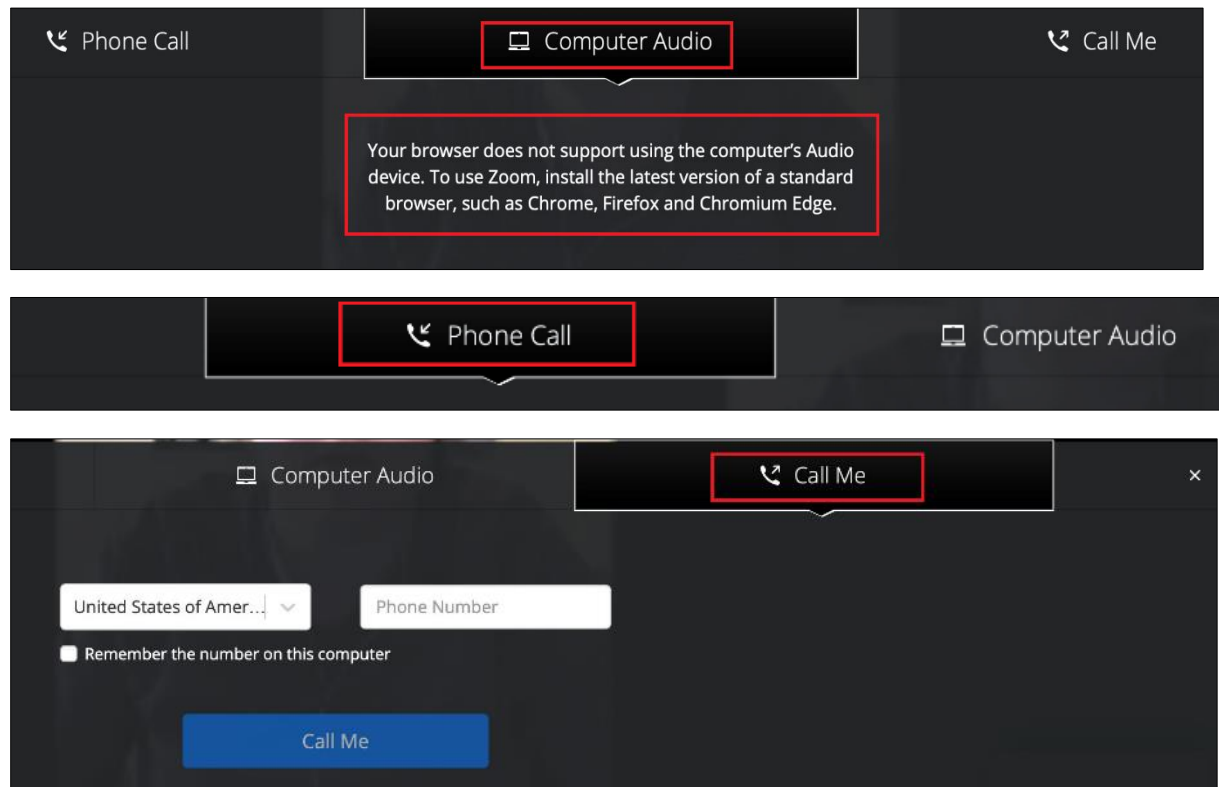
5. Once admitted, click the **Start Video icon**  in the bottom left corner of the screen.

**Note:** If you get a message for "phsa.zoom.us" to use your camera, click **Allow**.

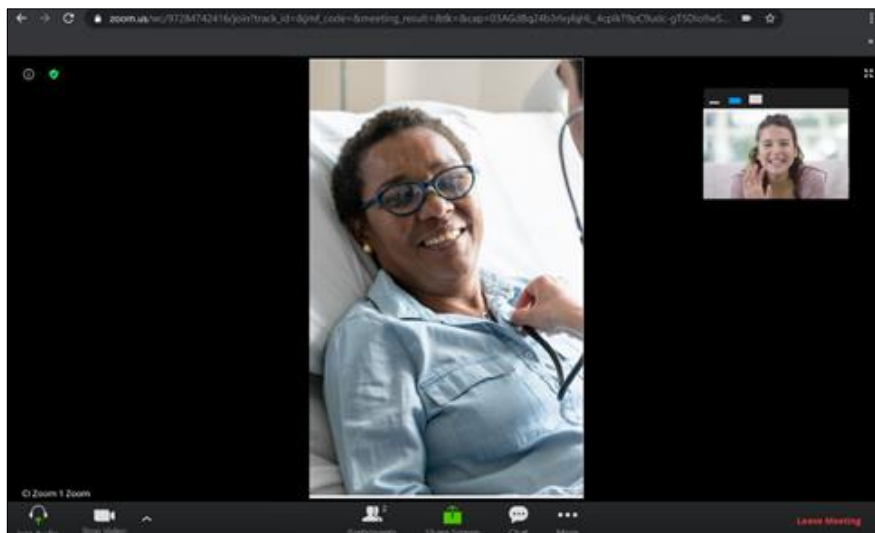
6. Click the **Join Audio icon**  at the bottom of the screen.
- If your browser does not support your computer's audio device, a message appears. If this happens, you can either:
    - Install one of the suggested browsers and continue;
    - Click **Phone Call** (i.e., follow steps 1-4 to call into the meeting on a phone); or

## Quick Reference Guide

- Click **Call Me** (i.e., enter your phone # to have Zoom call you).



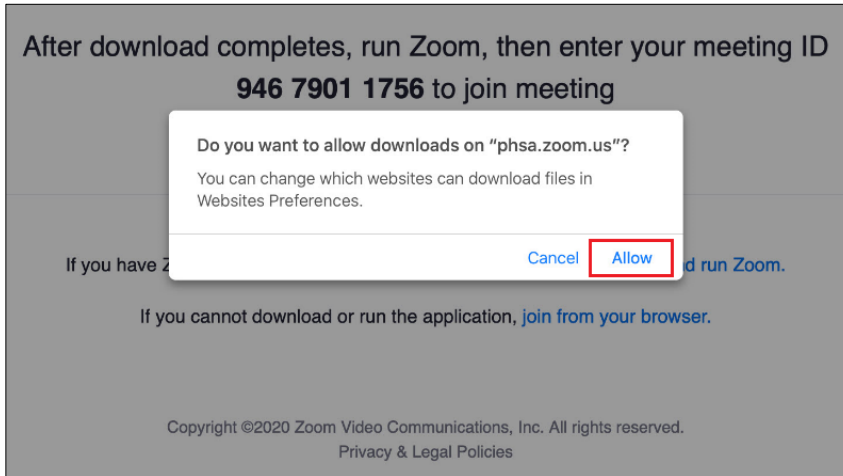
- You have now joined the Zoom call.



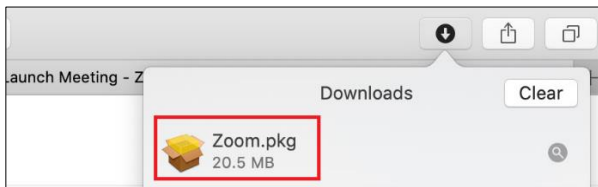
**Note:** To leave the Zoom for Healthcare meeting, click **Leave Meeting** (located at the bottom right corner of the screen), or simply close your current tab or browser.

## Downloading Zoom on MacBook (Optional) & Joining Meeting

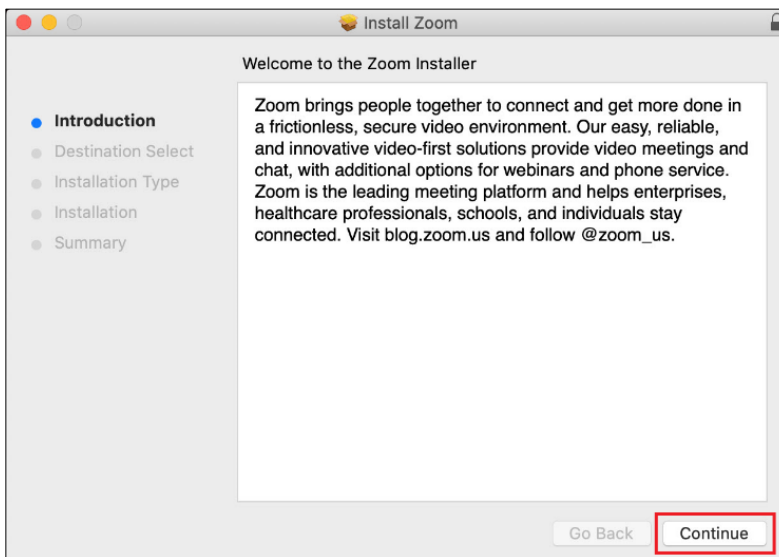
1. In your email invitation, click **download and run zoom**, and when a message appears asking if you want to allow downloads on “phsa.zoom.us” click **Allow**.



2. After Zoom downloads, click **Zoom.pkg**.

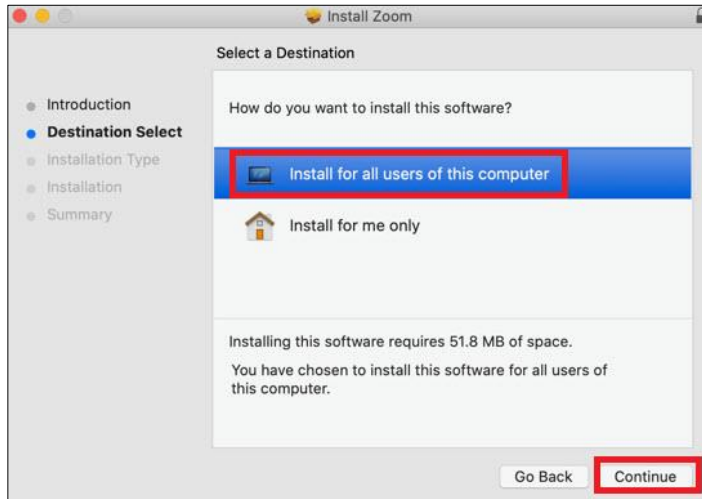


3. When the **Welcome to Zoom Installer** dialogue box appears, click **Continue**.

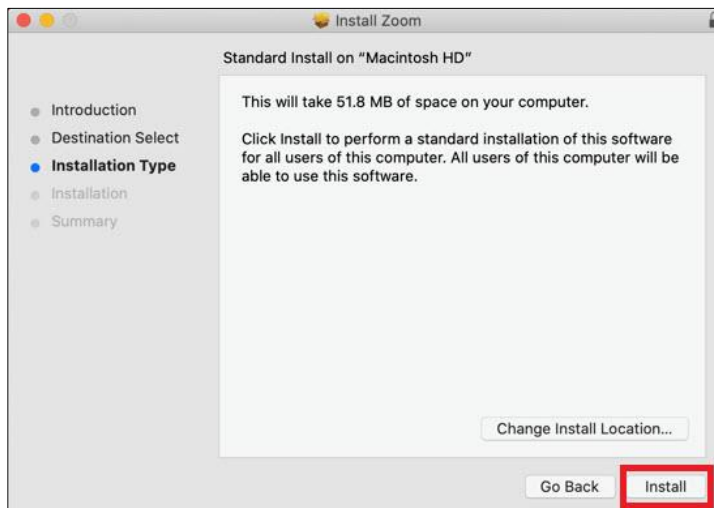


## Quick Reference Guide

4. When the **Select a Destination** dialogue box appears, click **Install for all users of this computer** and then click **Continue**.

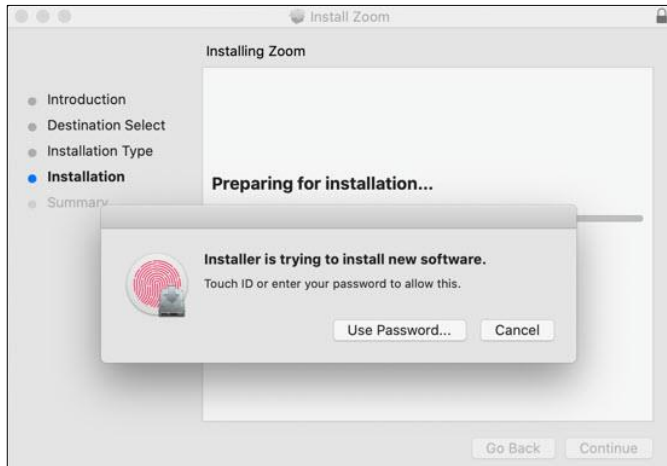


5. When the **Standard Install on "Macintosh HD"** message appears, click **Install**.

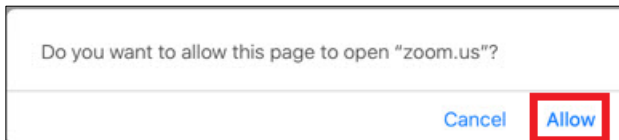


- A Preparing for installation message appears.
6. When the **Installer is trying to install new software** message appears, click **Use Password** and type your Mac password.

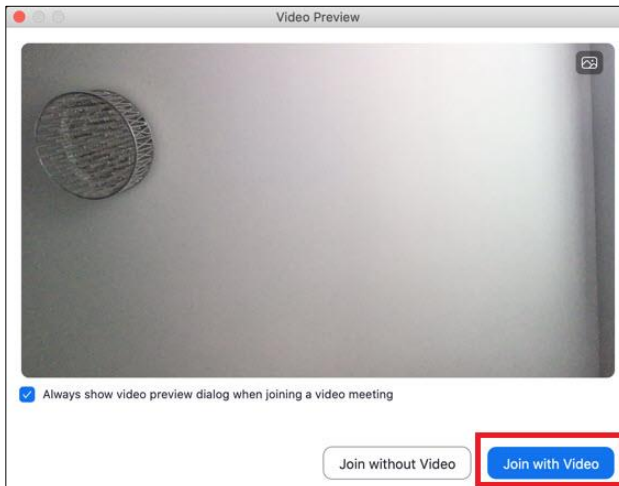
## Quick Reference Guide



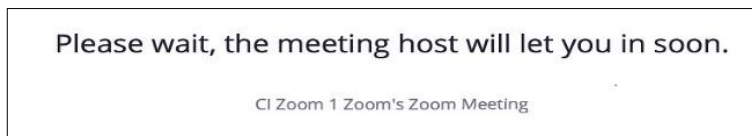
7. After Zoom installs go back to the email invitation and click the **Join meeting** link.
8. When the **Do you want to allow this page to open “zoom.us”** message appears, click **Allow**



9. When the **Video Preview** screen appears, click **Join with Video**.

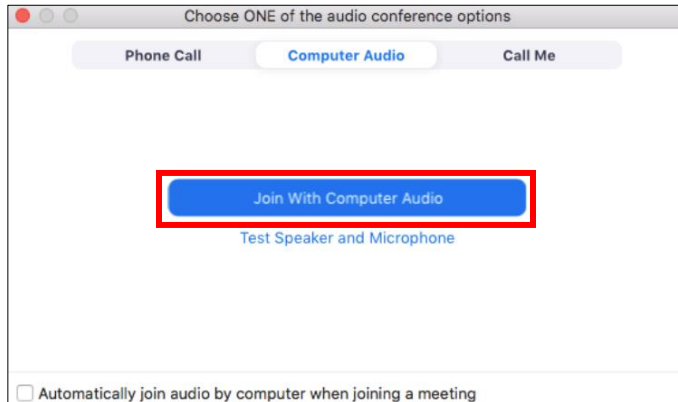


- You will now be placed in a virtual 'waiting room' until the meeting host (device at the hospital room you are calling) admits you.

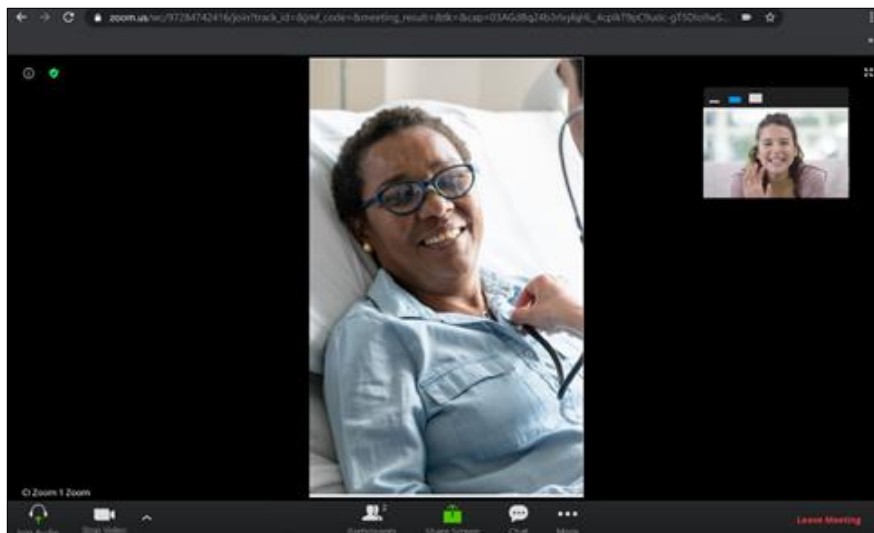


## Quick Reference Guide

10. When the **Choose ONE of the audio conference options dialogue box** appears, click **Join with Computer Audio**.



- You have now joined the Zoom call.



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