![RNAO logo]

Zoom Meetings Instruction Guide

You can connect to ZOOM using your computer or smart device. To open these meetings on your computer, please click on the link provided in your email and follow your device prompts - ZOOM Meetings works best with Google Chrome web browser. To test a meeting in advance to ensure your computer and browser can support ZOOM, run a test meeting.
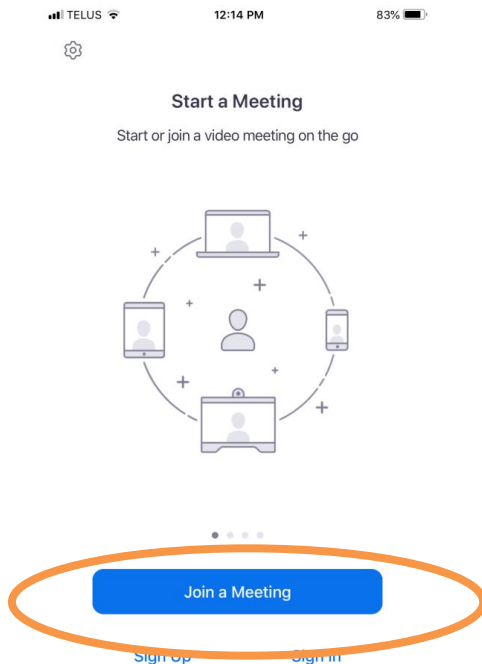
Find a ZOOM FAQ here.

To open using a smart phone or tablet, please see the step-by-step details below on how to download the (**no cost**) ZOOM Meetings app on iOS (Apple) and Android devices (skip to page 5).
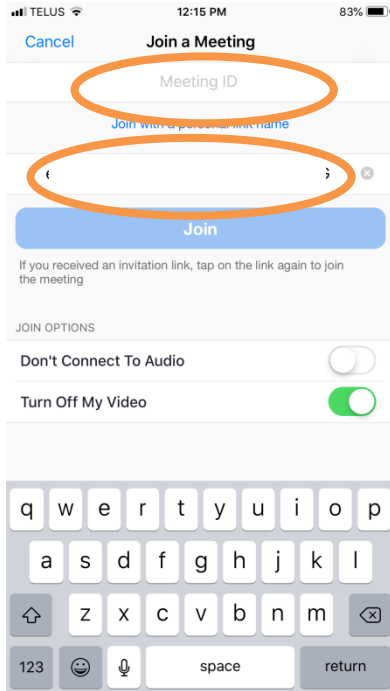
On iOS devices

1. Search "ZOOM Meetings" in app store
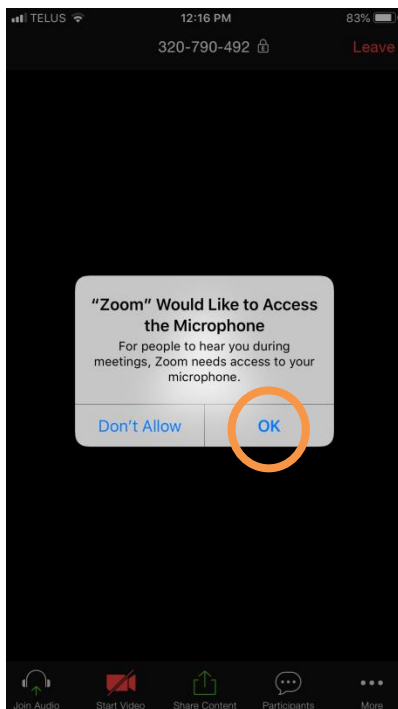2. Download "ZOOM Cloud Meetings"

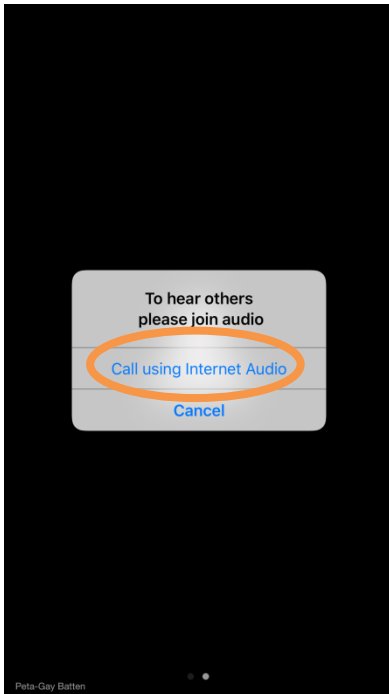3. Open app, and select "Join a Meeting"

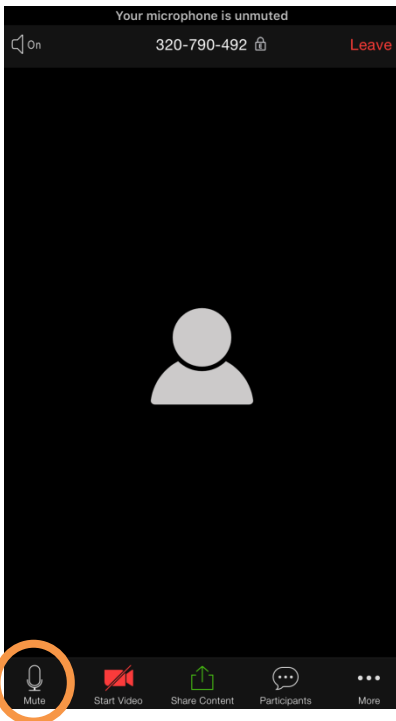4. Enter Meeting ID (provided in your email), and name.

5. Select "Join"
6. Select "OK" when ZOOM prompts you to allow microphone access
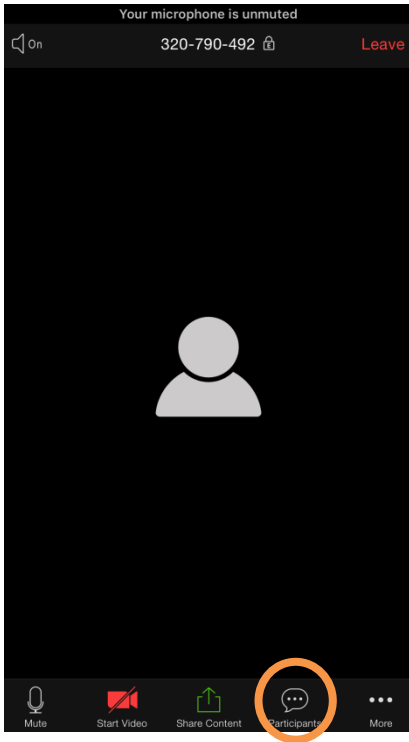

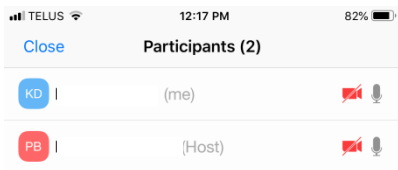7. Select "Call using Internet Audio"

8. You are now connected! Please mute yourself by clicking "Mute" on the bottom left of your menu when you are not speaking to minimize background noise.

To use the chat feature, click "Participants" in the menu on the bottom of your screen.

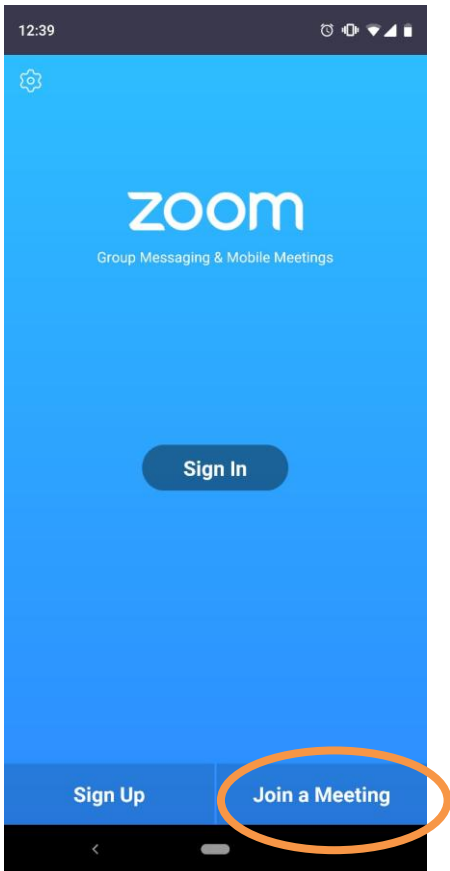Select "Chat" on the bottom left of the screen
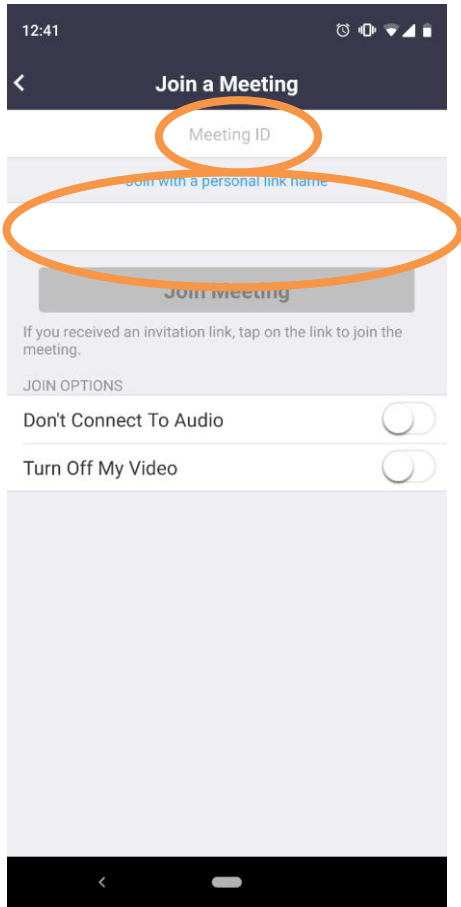
On android devices

1. Search "ZOOM Meetings" in google play
2. Install "ZOOM Cloud Meetings"
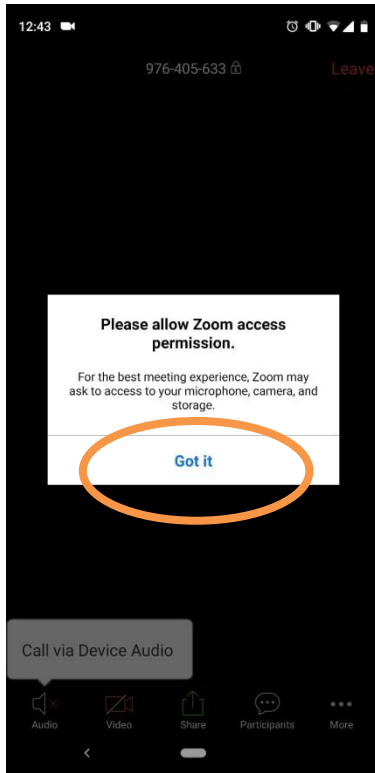

3. Open app and select "Join a Meeting"

4. Enter Meeting ID (provided in your email) and name.

5. Select "Join Meeting"

6. Select "Got it" when app prompts you to allow access permission

7. You are now connected! Please mute yourself by clicking "Mute" on the bottom left of your menu when you are not speaking to minimize background noise.

To use the chat feature, click "Participants" in the menu on the bottom of your screen.

Select "Chat" on the bottom left of the screen