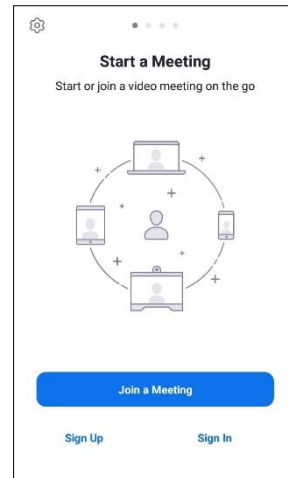
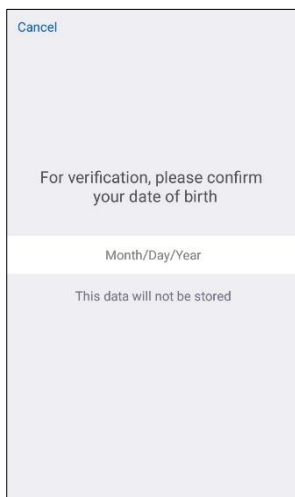


# How to set up

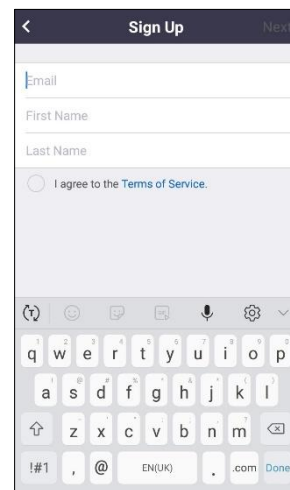


**Step 1:**  
Download **Zoom**.

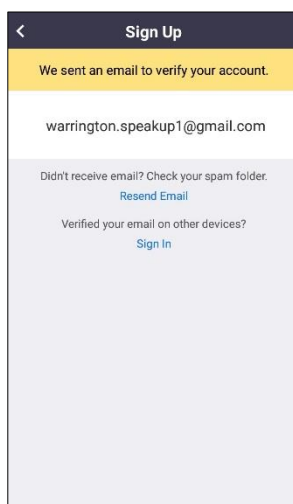
**Step 2:**  
Sign Up to create a **Zoom** account.



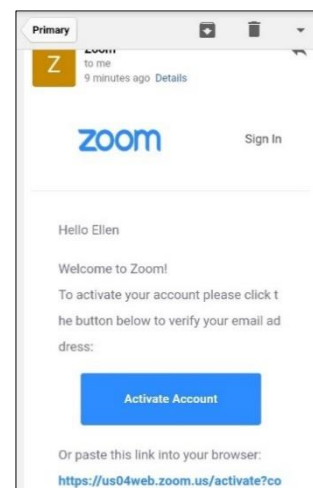
**Step 3:**  
Type in the date you were born.



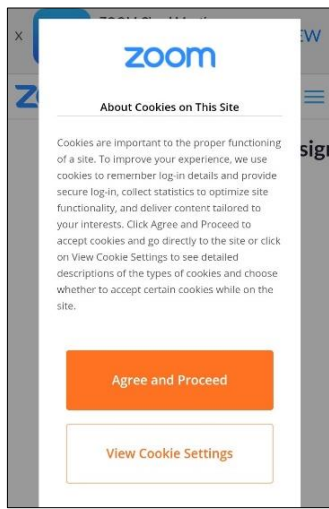
**Step 4:**  
Type in your information and click agree.



**Step 5:**  
Check your emails to verify your account.

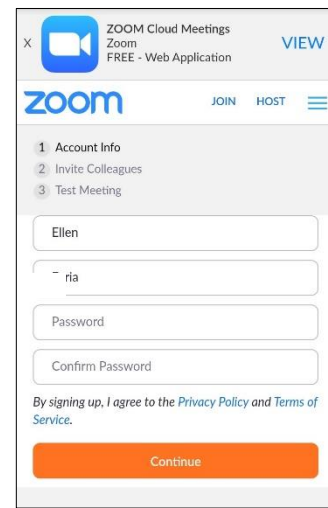


**Step 6:**  
Click **Activate Account**.



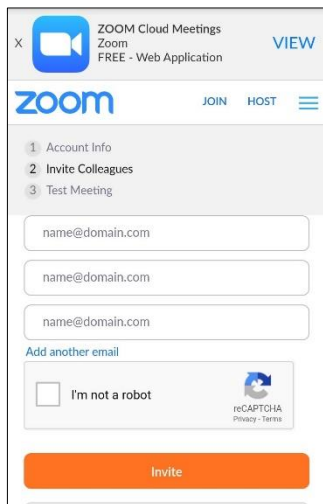
### Step 7:

Follow the instructions to set up your account.



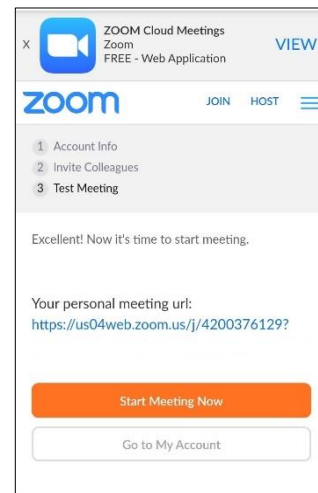
### Step 8:

Create a strong password (see staying safe online information sheet).



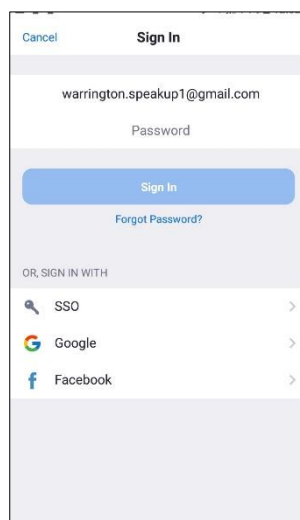
### Step 10:

**Invite** people who have a **Zoom** account by typing in their email address.



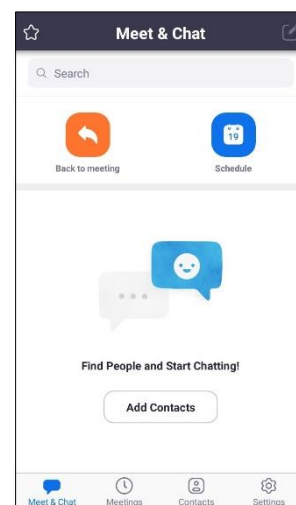
### Step 11:

Test your microphone and video by clicking **Start Meeting Now** and follow the instructions.



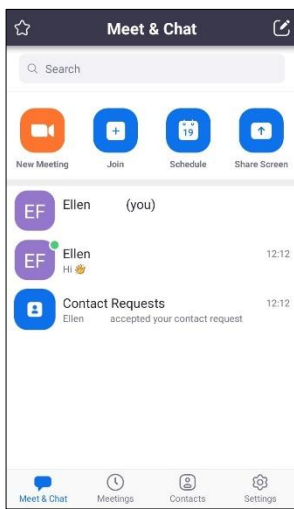
### Step 12:

Sign into your **Zoom** account.



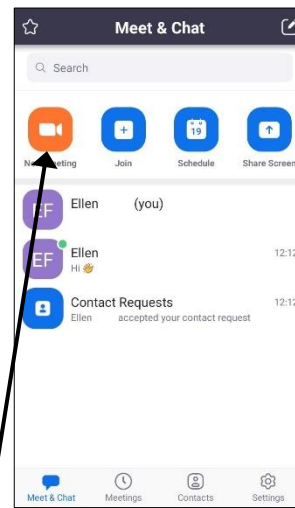
### Step 13:

Add your contacts either by email or phone number.



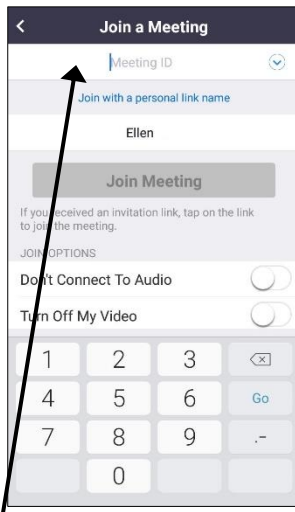
**Step 14:**

Once a person has accepted your contact request you can start a meeting (video chat) with them.



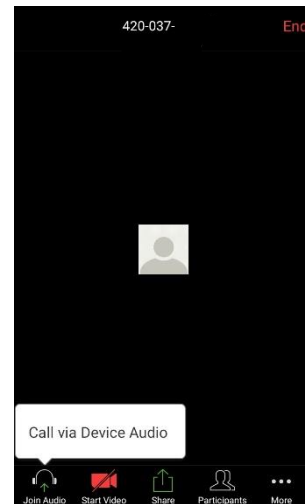
**Step 15:**

Click new meeting to start a video chat with a contact.



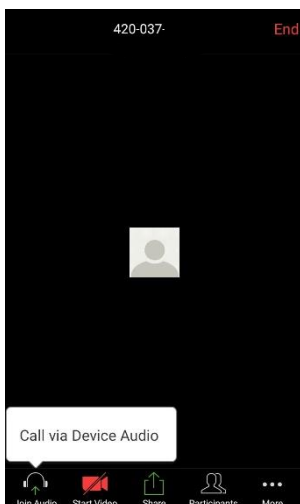
**Step 16:**

You can join a meeting by typing in the Meeting ID. This may be sent to you by email.



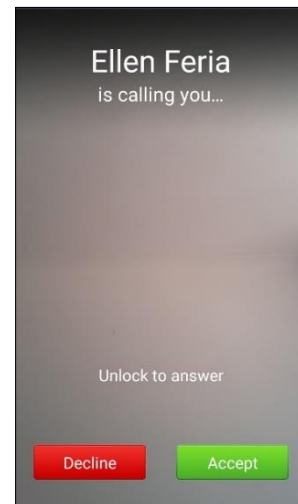
**Step 17:**

Click on **Join Audio** so people can hear what you say.



**Step 18:**

Click on **Start Video** to turn on your camera.



**Step 19:**

Click **Accept** to start the video chat. Click **Decline** if you do not want to.