



Zoom Calls and Meetings - FAQs

How do I join a Zoom call or meeting?

You will need a joining link. If registration is not required, the meeting organiser should provide you with a joining link for the session. If registration is required, complete the registration form and you will receive a confirmation email with a joining link for the session.

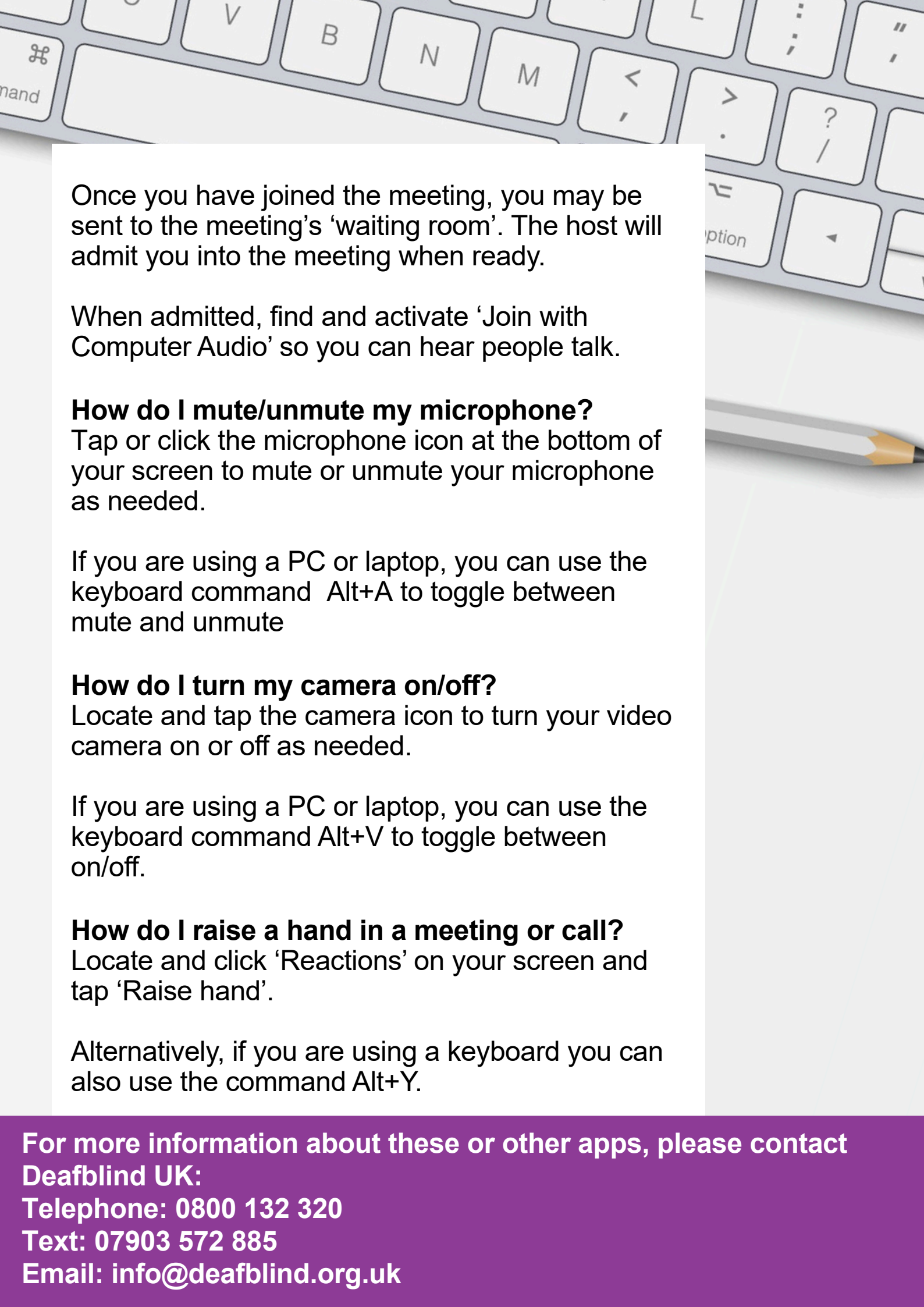
At the scheduled time, click the joining link then select 'Join'.

I have joined a Zoom meeting but the page says 'Please wait, the meeting host will let you in soon'. What do I do?

If you see this page, you have joined the meeting's 'waiting room'. You do not need to do anything, the host will admit you into the meeting when ready.

I use a screen reader, how do I join Zoom meetings?

Click the Zoom joining link and enter the Meeting ID and Passcode if asked - these should be found alongside the joining link.



Once you have joined the meeting, you may be sent to the meeting's 'waiting room'. The host will admit you into the meeting when ready.

When admitted, find and activate 'Join with Computer Audio' so you can hear people talk.

How do I mute/unmute my microphone?

Tap or click the microphone icon at the bottom of your screen to mute or unmute your microphone as needed.

If you are using a PC or laptop, you can use the keyboard command Alt+A to toggle between mute and unmute

How do I turn my camera on/off?

Locate and tap the camera icon to turn your video camera on or off as needed.

If you are using a PC or laptop, you can use the keyboard command Alt+V to toggle between on/off.

How do I raise a hand in a meeting or call?

Locate and click 'Reactions' on your screen and tap 'Raise hand'.

Alternatively, if you are using a keyboard you can also use the command Alt+Y.

**For more information about these or other apps, please contact
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