

# How to Setup Zoom on Personal Computer or Laptop

\*\*See Page 11 access Zoom via Apps on Smartphones.

\*\*\*See Page 18 to access Zoom via Phone Calls.



**Prior to your scheduled meeting, you will receive an email with invitation resembling the following:**

Join Zoom Meeting

<https://usc.zoom.us/j/384079092>

Meeting ID: 384 079 092

One tap mobile

+16699006833,,384079092# US (San Jose)

+13462487799,,384079092# US (Houston)

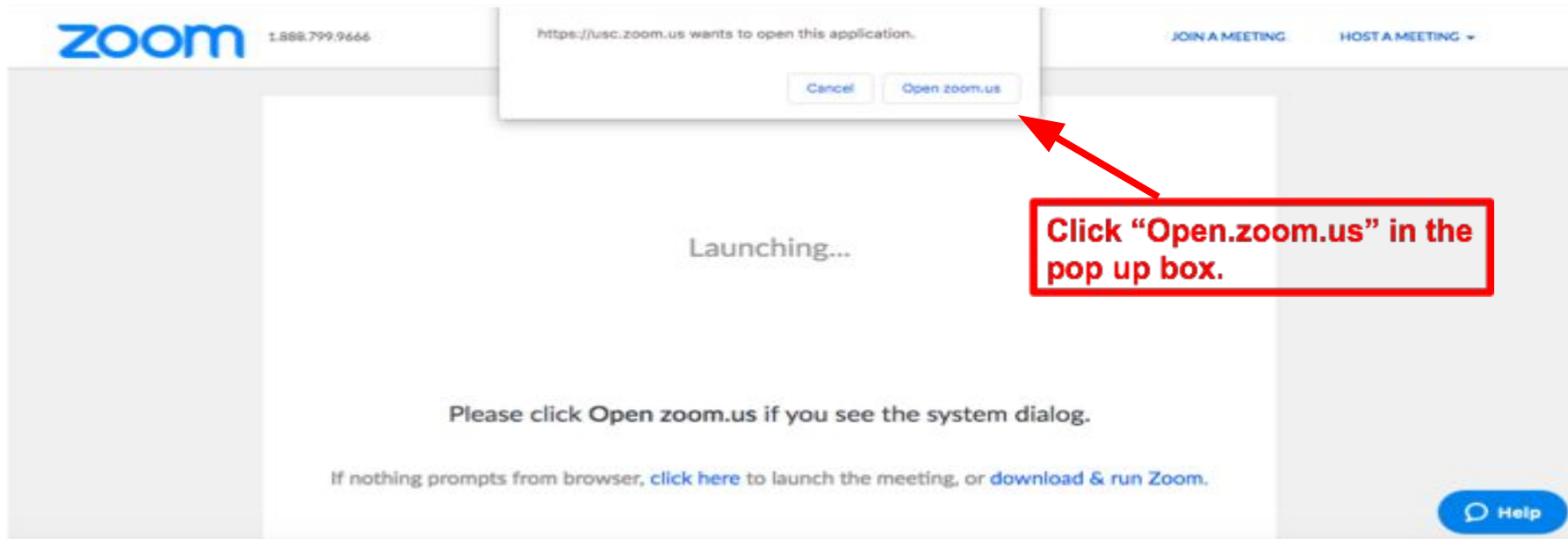
Dial by your location

+1 669 900 6833 US (San Jose)



**Click here to join  
the meeting.**

**You will be redirected to a web page resembling the following:**



## If pop-up box doesn't appear:

The screenshot shows the Zoom website interface. At the top left is the Zoom logo and the phone number 1.888.799.9666. At the top right are links for "JOIN A MEETING" and "HOST A MEETING". The main content area displays "Launching..." in the center. Below this, there is a message: "Please click Open Zoom Meetings if you see the system dialog." Further down, it says "If nothing prompts from browser, [click here](#) to launch the meeting or [download & run Zoom](#)." At the bottom of the main content area, there is a "Help" button and a "Show all" button. The browser's taskbar at the bottom shows a taskbar icon for "Zoom\_4d0c66eeb...exe" which is circled in red. Two red callout boxes with arrows point to the "download & run Zoom" link and the taskbar icon.

zoom 1.888.799.9666 JOIN A MEETING HOST A MEETING ▾

Launching...

Please click Open Zoom Meetings if you see the system dialog.

If nothing prompts from browser, [click here](#) to launch the meeting or [download & run Zoom](#).

If you cannot download or run the application, [join from your browser](#).

Help

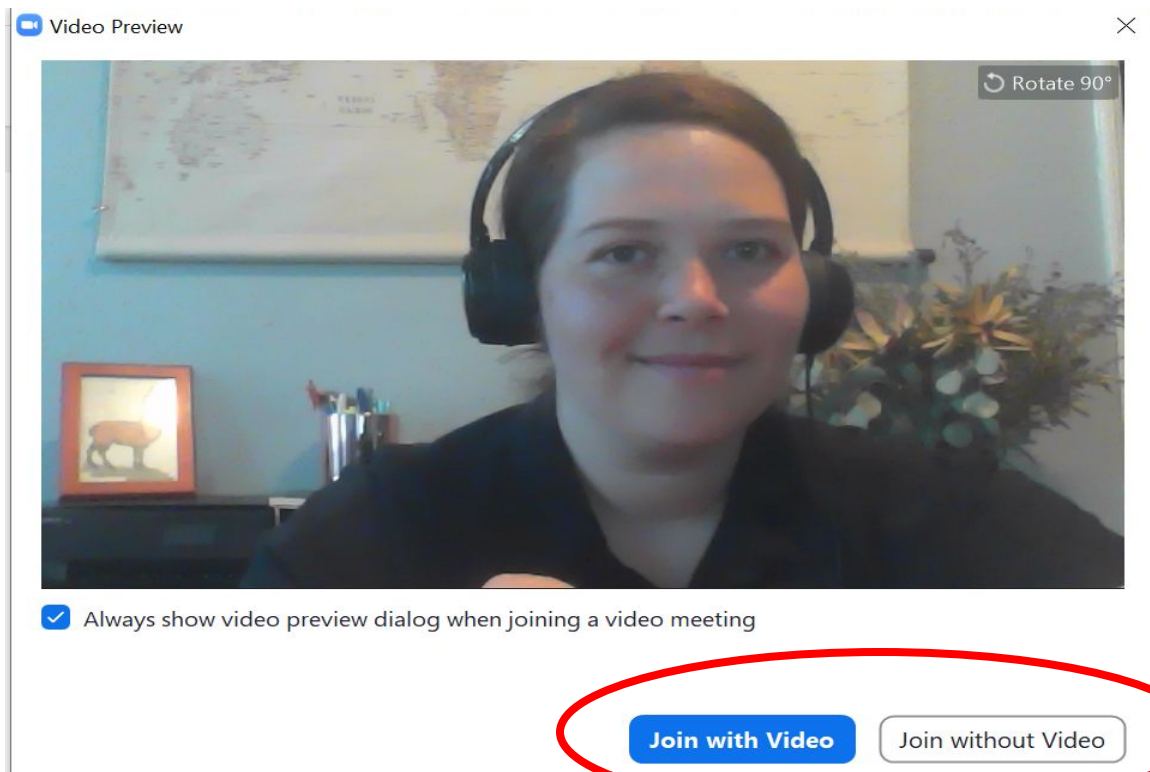
Show all ×

Zoom\_4d0c66eeb...exe ^

**First, click here to download Zoom.**

**Then, click here to open Zoom.**

**You may be given the option to join the meeting with or without video.**



**Make your selection and proceed.**

**Prior to the meeting, you will see a waiting room screen. Please wait here while your therapist admits you.**



## Occupational Therapy Session

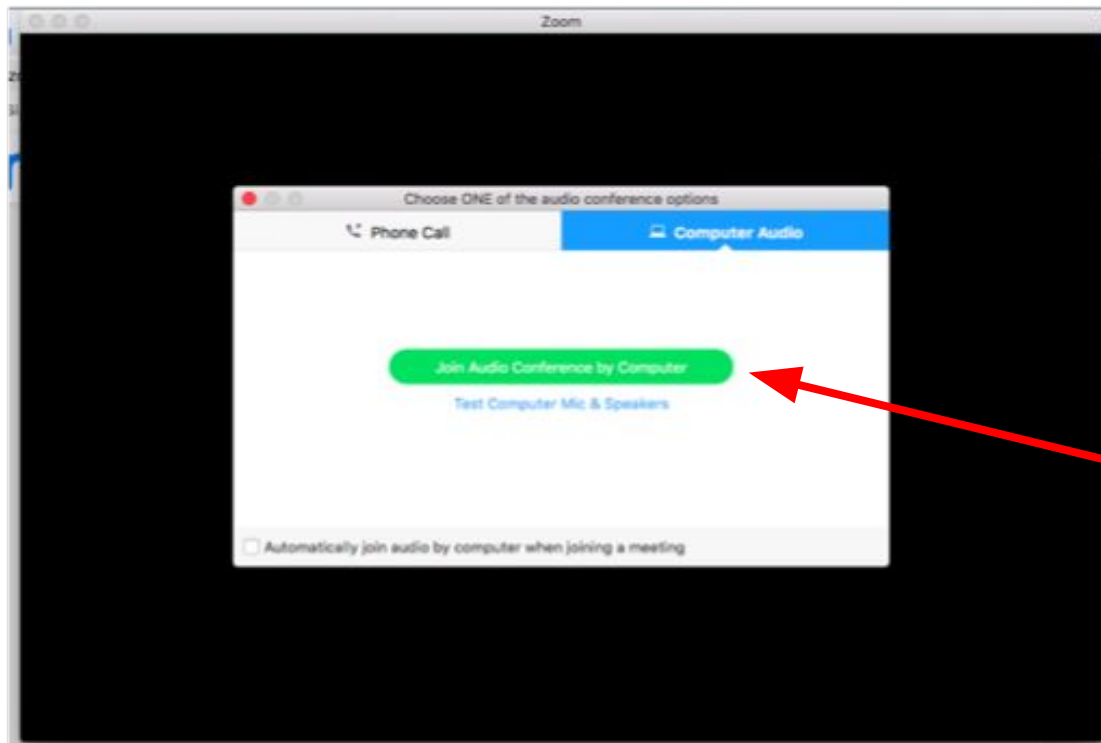
If you have a USC account, please go to <https://usc.zoom.us> to login to this meeting.

Or, please stand by for the host to admit you into the meeting.

**No action  
required.**

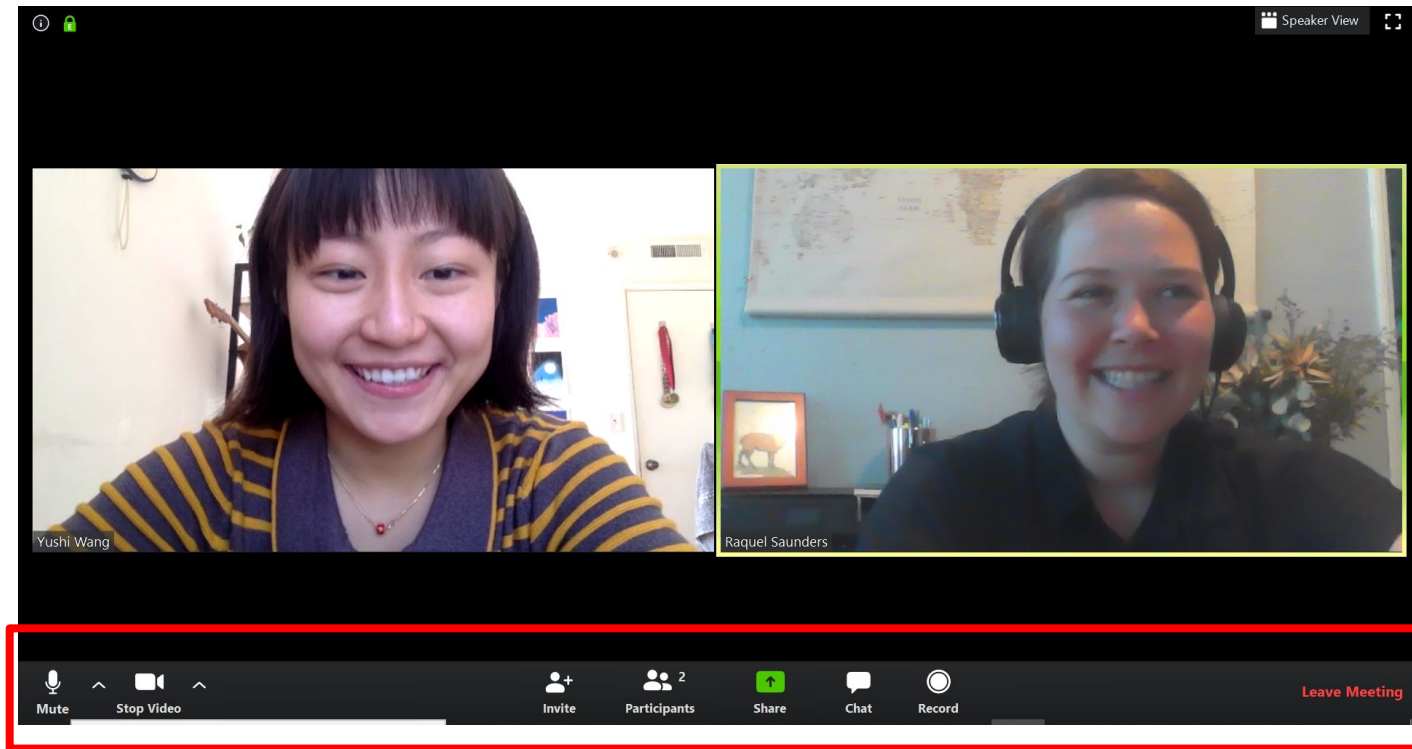
Test Computer Audio

**The Zoom application will open in addition to this pop up box.**



**Click on the green button entitled "Join Audio Conference by Computer".**

Once your video starts, you will see a split screen similar to this one.



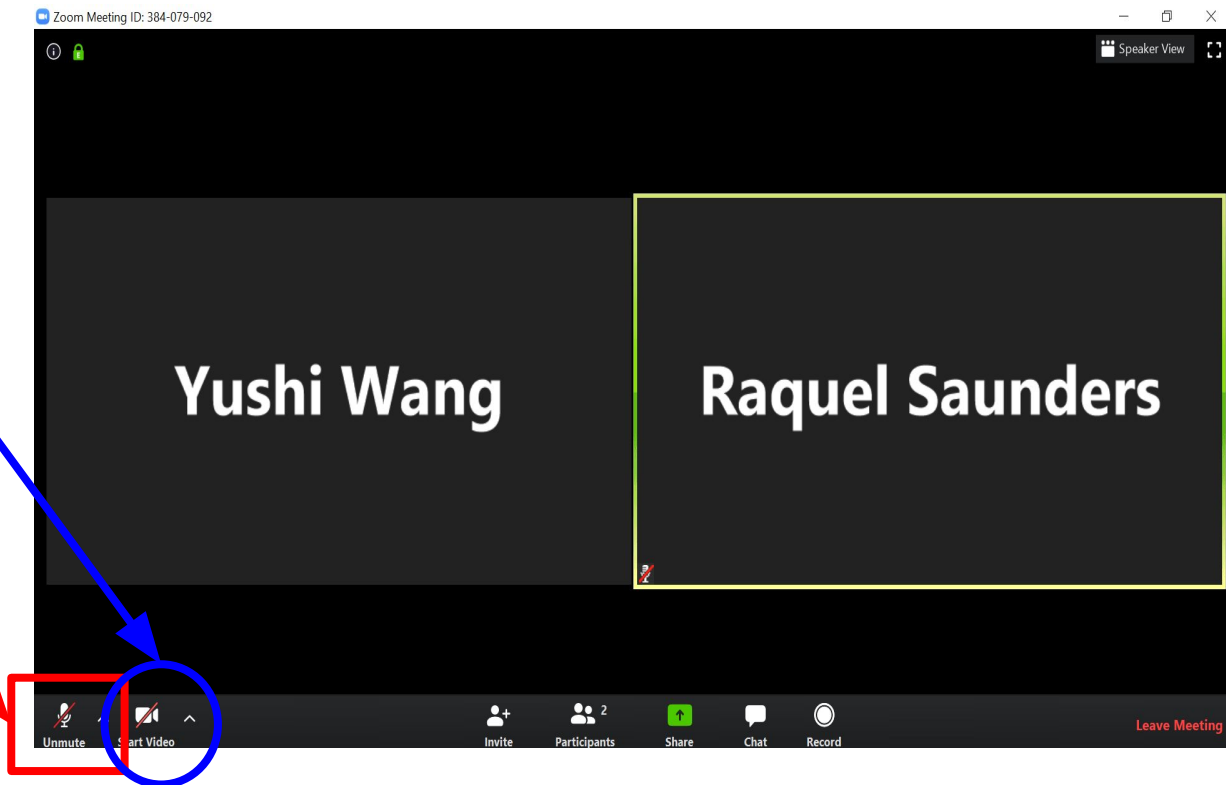
The bottom bar has the control settings, including audio, video, and chat.



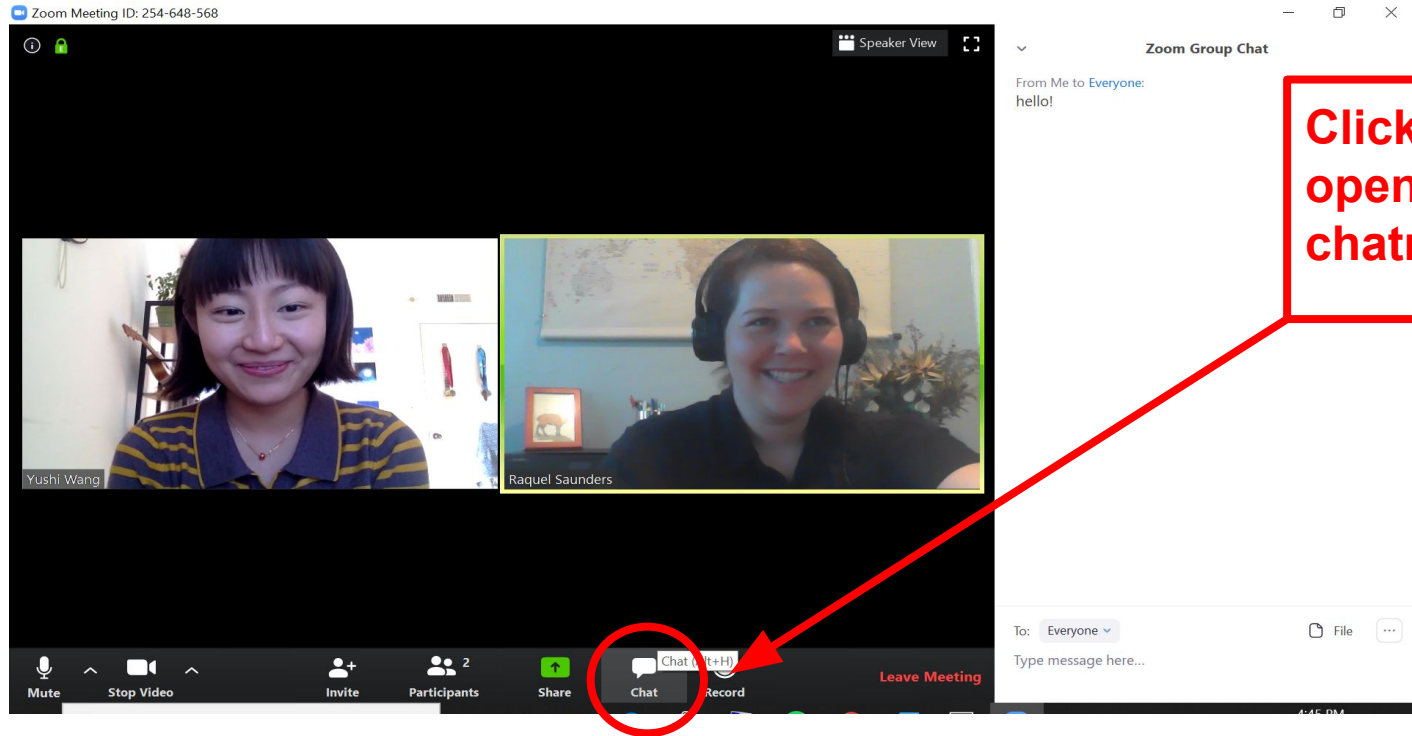
**If you want to mute your audio or turn off your video at any point during the call, this is what your screen would look like.**

**Turn your video on and off by clicking here.**

**Mute or unmute your audio by clicking here.**



If you encounter any audio or video issues, communicate that by clicking the “Chat” button, then typing into the chatroom.



Click here to  
open the  
chatroom.

# How to Setup Zoom for App Access on Smartphones

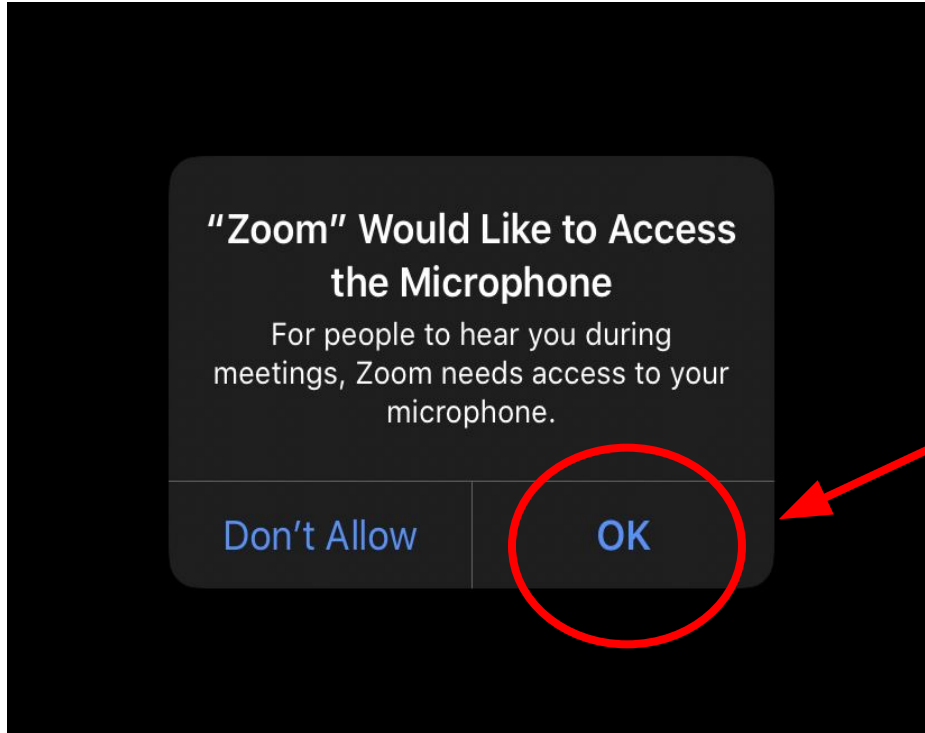
\*\*\*See Page 18 to access Zoom via Phone Calls.



**First, download this app in the app store.**



**Prior to opening the app for the first time, make sure to grant it access to the microphone and camera when prompted.**



**Click here to grant access.**

**To join your Zoom meeting, open the meeting invitation in your email on your smartphone. Click the link, and it will redirect you to the app automatically.**

Join Zoom Meeting

<https://usc.zoom.us/j/384079092>

**Click here to join  
the meeting.**



Meeting ID: 384 079 092

One tap mobile

+16699006833,,384079092# US (San Jose)

+13462487799,,384079092# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

**Prior to the meeting, you will see a waiting room screen. Please wait here while your therapist admits you.**

206-587-803



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**Please wait, the meeting host will let you  
in soon**



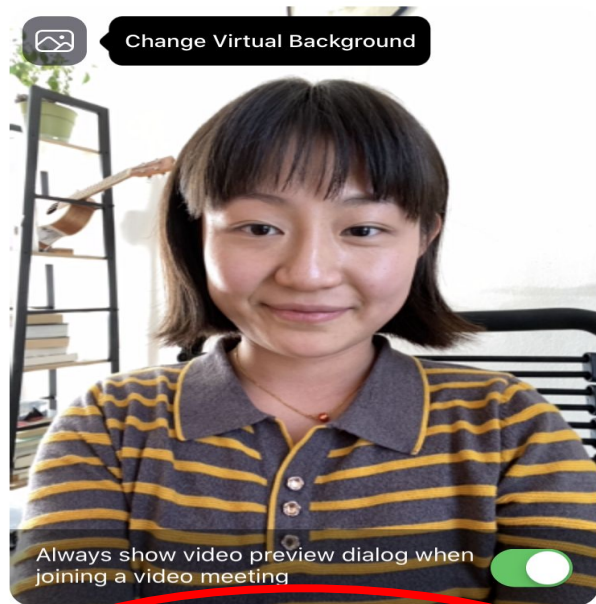
Occupational Therapy Session

If you have a USC HIPAA account, please go to <https://usc-hipaa.zoom.us> to login to this meeting.

Or, please stand by for the host to admit you into the meeting.

**No action  
required.**

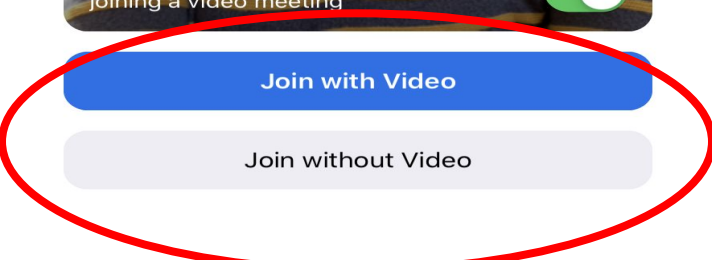
**Once you're admitted, you can choose to join with or without video.**



**Join with Video**

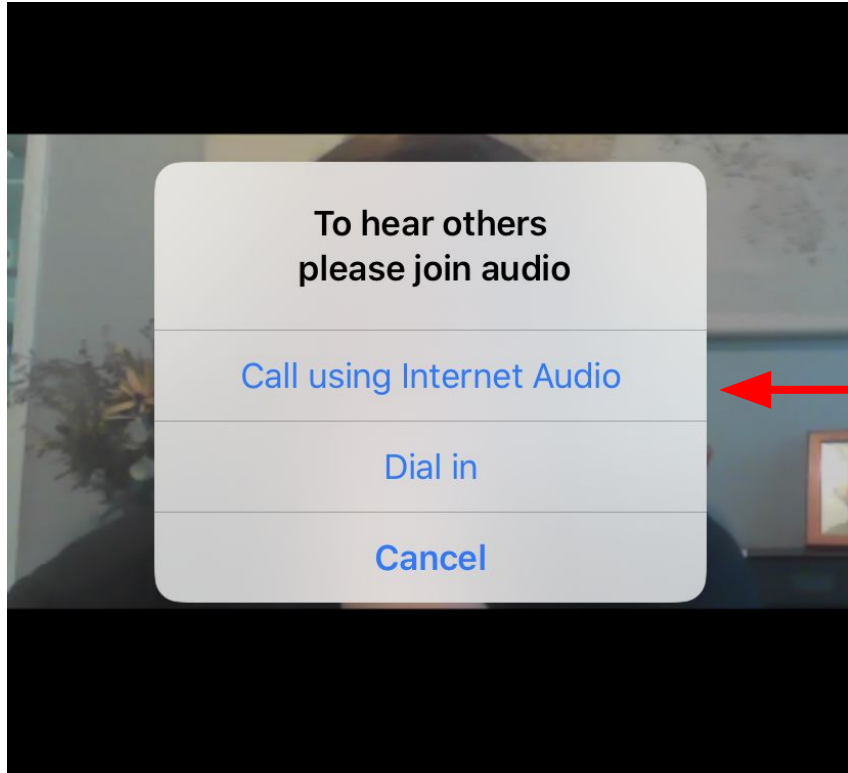
Join without Video

**Choose one option.**





**Once you've selected video option, you will be prompted to select an audio option. Choose "Call using Internet Audio".**



**Click here**



# How to Setup Zoom for Phone Calls



## How to Setup Zoom for Phone Calls

Join Zoom Meeting

<https://usc.zoom.us/j/384079092>

Meeting ID: 384 079 092

One tap mobile

+16699006833,384079092# US (San Jose)

+13462487799,384079092# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

**First, dial this number  
(use the San Jose  
number for better  
connection).**

**Next, enter the  
meeting ID followed  
by the pound key (#)  
when prompted.**