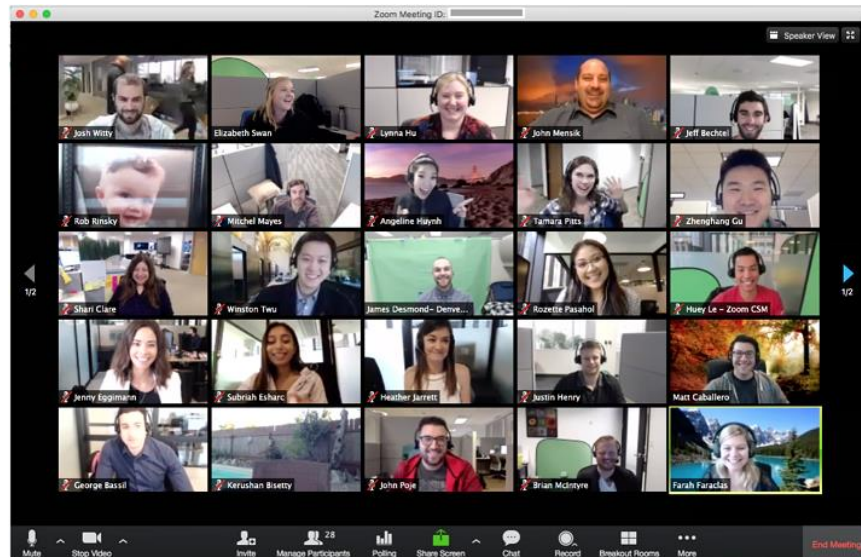


Zoom App tutorial (web meeting)

Your PC with web meeting by Zoom interface (after plugin installation)

Result



1

(Before)

Upload Zoom

....

no more of few minutes

The browser (Explorer, Chrome, Firefox o Safari, ecc.) needs to **install the “plug-in”** (first time only) that starts up clicking the below **link (URL)**:

<https://zoom.us/j/413113373>

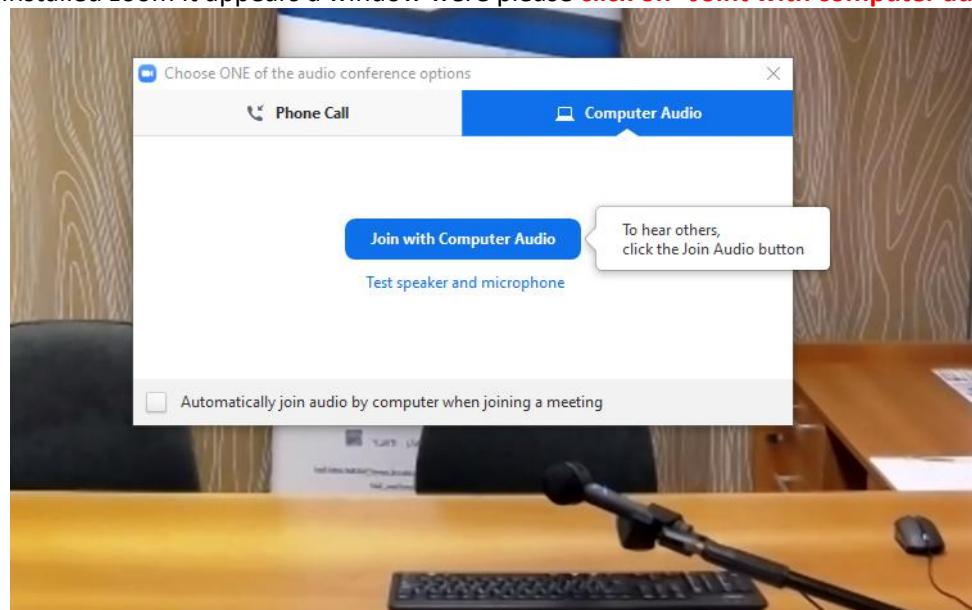
(link to the web meeting) and **clicking “Launch Application”**

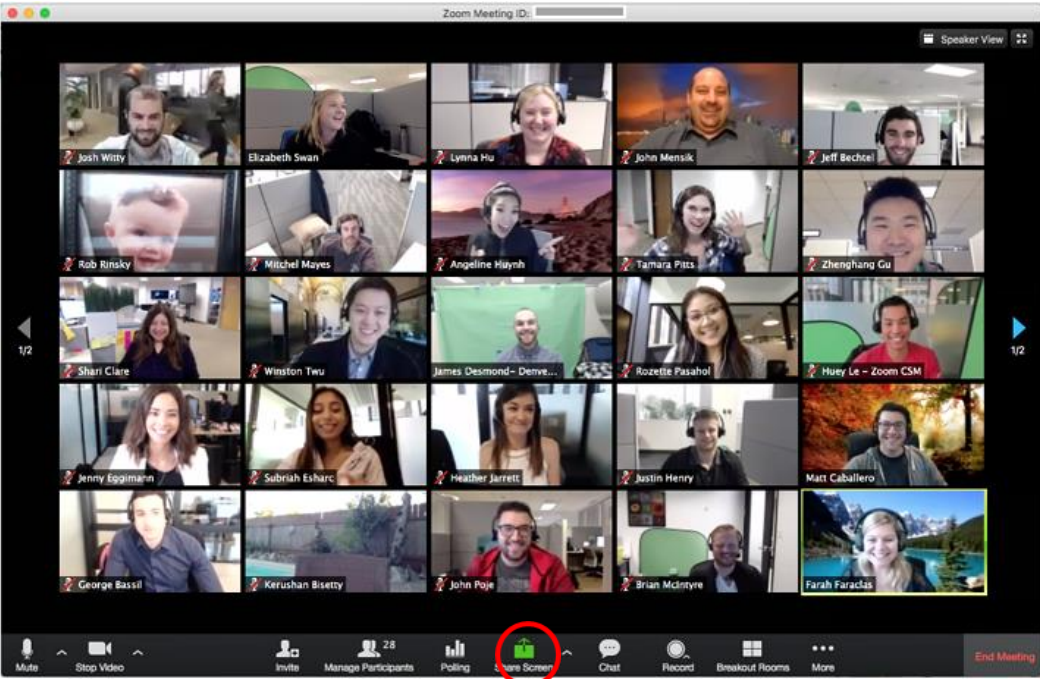


nothing prompts from browser, download & run Zoom.

2

Once installed zoom it appears a window were please **click on “Join with computer audio”**



<p>3</p> <p>Now you are in the meeting ready to interact with all the invited participants</p>	<p>Looking the operational barr in the bottom side: Click on “start video” to start up your webcam (if necessary) Click on “share” if you want to show document/s from the pre-arranged folder (from your PC)</p> 
<p>4</p> <p>Final recommendations</p>	<p>a) The meeting session is conducted by a chairman supported by CIHEAM Bari staff; b) Click on “participants” and “rise hand” (see the bottom) to book to talk, interact (talk) one at a time c) Avoid to have apps, files etc. operative during the web meeting session.</p>

Disclaimer:

IMPORTANT NOTICE: The WEB-Meeting system © Zoom includes the function that allows the recording of audio, video and any document or other material exchanged or displayed during the session. The entire session of the meeting will be recorded and stored by CIHEAM Bari for project purposes. The participation in the meeting implies automatic consent/authorization for the recording. For more information you can discuss your doubts with the CIHEAM Bari Coordination Center before the start of the session.