ZOOM ONLINE MEETING INSTRUCTIONS

In order improve communication and meet the needs of our growing community, Bellingham is implementing a secure online option to engage and attend live meetings. Expanding traditional meetings to an online platform will allow us to maximize participation by providing more access options for everyone.

Technology Requirements

- Desktop Computer, Laptop, Tablet, or Smartphone.
- Speakers/Headphones Most laptops, tablets, and smartphones have built-in speakers.
- Webcam Recommended, but not required. Most laptops, tablets, and smartphones have built-in webcams.
- Internet Connection It is important to note that the audio and video quality of the connection directly correlates with the quality of your internet connection.

Instructions on using Zoom

To log onto zoom visit the provided link for the meeting. If you have questions on joining the meeting then, please <u>click here</u> for further support.

Once connected to the meeting you will be auto-muted to prevent audio interference.

Support

Zoom step by step instruction guides:

- Zoom Help Center
- <u>Getting Started</u>
- Chat Box Feature

Video Tutorials

- Join a Meeting
- <u>Closed Captioning</u>