



WHATTON-IN-THE-VALE PARISH COUNCIL

GUIDANCE FOR INSTALLING AND USING THE ZOOM APP ON AN IPAD

GR REDFORD
Monday, 13 April 2020

Table of Contents

Introduction	3
Get the Zoom app.....	3
Introduction	3
Steps to Download and Install the Application.....	3
Using the Zoom App	4
Introduction	4
Steps for using the Zoom application.....	4
Document Information	5

INSTALLING THE ZOOM APP ON AN IPAD

Introduction

If you wish to use an iPad to join the meeting. It is probably preferable to download and install the Zoom App. This is the preferred route for Users who are unsure of what capability their desktop or laptop has, audio and visual set-up are all dealt with in the app.

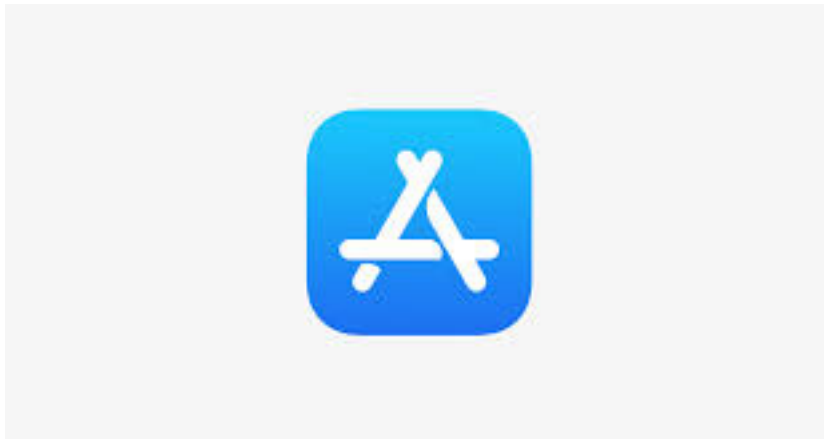
Get the Zoom app.

Introduction

The Zoom Application is available from the Apple App Store.

Steps to Download and Install the Application.

1. Locate the Apple App store app, the icon is show below.



2. Click on the icon to open the Apple App Store.
3. On the bottom right of the page is an option to Search, click on Search.
4. The Keyboard will appear.
5. Click in the box at the top of the screen (it has a magnifying glass icon) enter Zoom and press the 'return' (sometimes called the 'Enter') key.
6. A list of Apps will appear, the one you need is called 'Zoom Cloud Meetings'
7. Press the 'Get' button next to the title of the App.
8. The application will now be downloaded and installed.
9. You will know when the application has completed the installation when the 'Get' button changes to 'Open'.

INSTALLING THE ZOOM APP ON AN IPAD

Using the Zoom App

Introduction

When the application has been downloaded and installed it will be on one of the iPad pages. Which one will depend on a number of factors, all you need to do is to look for the ZOOM icon as shown below.



Steps for using the Zoom application

1. Locate the Zoom app and click on the icon to open it.
2. The only option you are interested in is the button marked 'Join a Meeting', click on that button.
3. Enter the Meeting ID, this was included on your invitation e-mail or is available from the website through the menu option Parish Council | Meetings | Remote Meetings Protocol option.
4. It is recommended that you leave the Join options at their default settings.
5. Press the Join button.
6. You will be asked for a password that is available from the same source as the Meeting ID in 3) above.

Document Information

Document Name: Installing Zoom on an iPad.docx
Document Size: 2230454 bytes
Document Location: /Users/gregg/Documents/WhattonPC/Installing Zoom on an iPad.docx
Document Last Saved: 12/04/2020 23:24:00
Author: GREGORY R REDFORD

This document was produced in Microsoft Office 365 and converted to Adobe Acrobat Portable Document Format ('PDF').

©Copyright 2020 – GR Redford all rights reserved.