



# CHEAT SHEET



## What is Zoom?

Zoom is a video conferencing service that we are going to use to meet virtually as a church – either by audio, video or both.

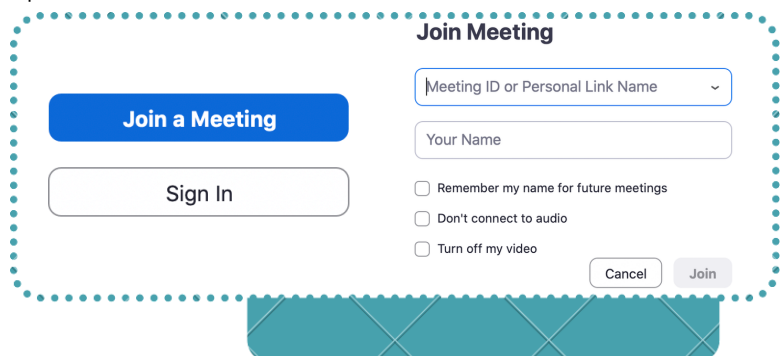
## Will Zoom work on my computer, tablet or smartphone?

You can use Zoom on Windows and Mac computers. [Click here](#) to download the Zoom software to your laptop or desktop computer. Alternatively, you can also use Zoom on your smartphone or tablet. To download Zoom from the iOS App Store [click here](#). Or for the Google Play Store, [click here](#).



## I've downloaded Zoom, how do I join a St Hugh's meeting?

After launching Zoom, click "Join a Meeting". Next, you'll need to type in the "Meeting ID or Personal Link Name" (this info will be provided by St Hugh's before each meeting). Also type in your name and ensure that the box stating "Don't connect to audio" is left unchecked. You can choose whether to "turn off your video" or leave it on. Finally, click "Join". Please note that when we start each meeting, we'll mute all audio except the host.



## For more info...

The Zoom website features a help centre with lots of articles and instructional videos. To check it out, [click here](#).

## Can you help?



We want to make sure that everyone is able to join us for our Zoom meetings. If you get stuck or need technical support, please contact Sam on 07712 885714 or email [sam@sthughs.org.uk](mailto:sam@sthughs.org.uk)