

Accessing Zoom with Zoom App & Meeting ID

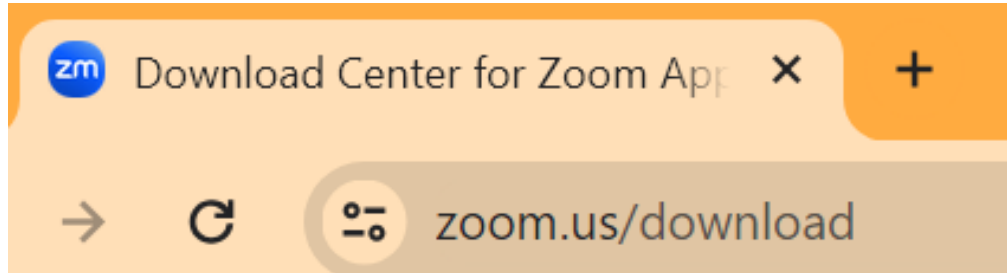


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Step 1:

Go to: <https://zoom.us/download>





Step 2a:

Download the Zoom app applicable to your device:
Desktop Version

Zoom Workplace desktop app

Phone, Meetings, Chat, Whiteboard and more for your desktop.

The web browser client will download automatically when you start or join your first Zoom meeting, and is also available for manual download here.

[Download](#)

Version 5.17.11 (31580)

Or, for Macs with Apple Silicon chips, click [here](#) to download



Step 2b:

Download the Zoom app applicable to your device:
iPad/Mobile Device Version

Zoom Workplace mobile apps

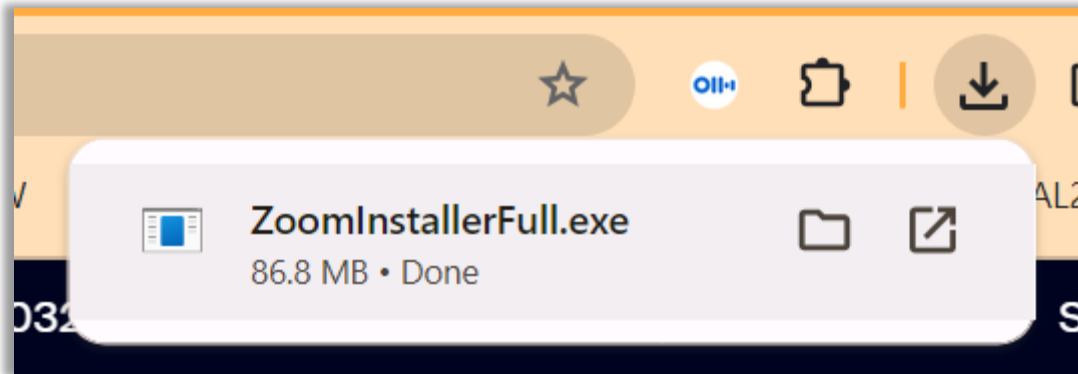
Start, join and schedule meetings; send group text, images and push-to-talk messages on mobile devices.





Step 3:

For installation on Window devices, click on the Zoom installer file to start installing.”





Step 4:

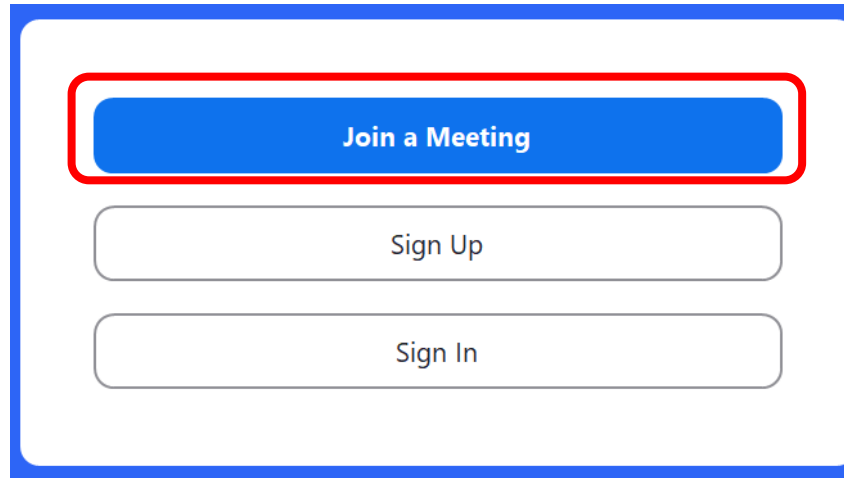
Once installed, tap or double-click on **the Zoom App to Open**





•Step 5:

Once Zoom app open, select “**Join a Meeting**”





Step 6:

Key in the **Meeting ID** given by the teacher

Join Meeting

Meeting ID or Personal Link Name
800 0000 0000

Class_Name

Remember my name for future meetings

Don't connect to audio

Turn off my video

By clicking "Join", you agree to our [Terms of Service](#) and [Privacy Statement](#).

Join Cancel

Remember to rename yourself as **Class_Name** (e.g. 1R1_Angel)

Click on **“Join”**, once you are ready.



Step 7:

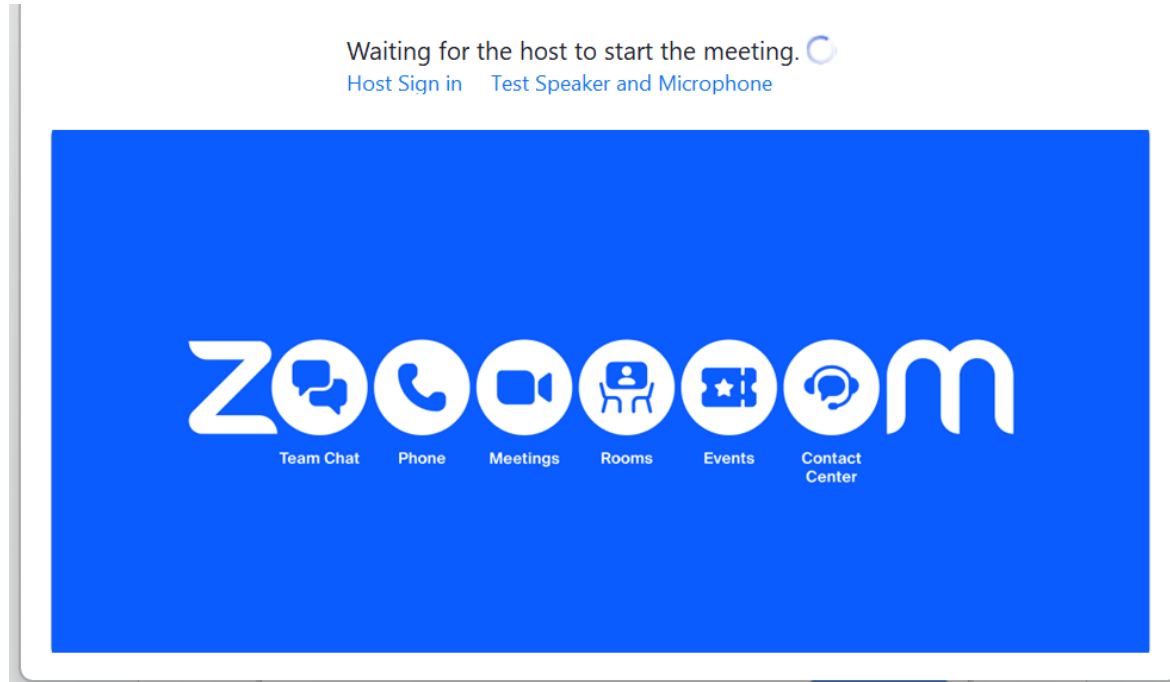
Key in the **Meeting Passcode** given by the teacher and click “**Join Meeting**” to continue

The image shows a Zoom dialog box titled "Enter meeting passcode". The dialog has a title bar with the Zoom logo and a close button. The main content area contains the text "Enter meeting passcode" in bold. Below this is a text input field with the placeholder text "Meeting Passcode" and a blue border. The input field contains six asterisks "*****". At the bottom of the dialog, there are two buttons: a blue "Join Meeting" button and a white "Cancel" button with a grey border.



Step 8:

You have **successfully login**, please wait for the host to start the meeting





(Annex)

Troubleshooting

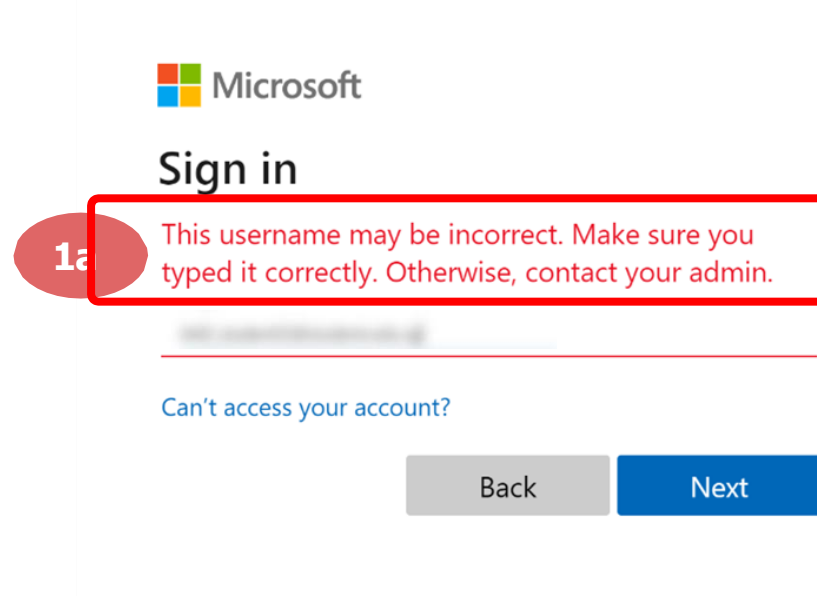
Instructions



*Applicable to Browser, Desktop App and Mobile/Tablet App)

Error 1(a) (During Microsoft Sign In):

An error message will be shown when you sign in with the wrong email address.



Solution:

For **issue 1a**, please check that you have keyed in the correct email address without missing letters or numbers.

If the issue still occurs, please **report it to your teacher or school's MIMS Student Administrator (SA)** and they will **log a case with SSOE Service Desk** if necessary.



●●●
*Applicable to Browser, Desktop App and Mobile/Tablet App)

Error 1(b) & 1(c) (During Microsoft Sign In):

An error message will be shown when you sign in with the wrong password or key in the wrong password too many times.



Enter password

1b

Your account or password is incorrect. If you don't remember your password, [reset it now](#).

Password

[Forgot my password](#)

Sign in



Enter password

1c

Your account has been temporarily locked to prevent unauthorised use. Try again later, and if you still have trouble, contact your admin.

Password

[Forgot my password](#)

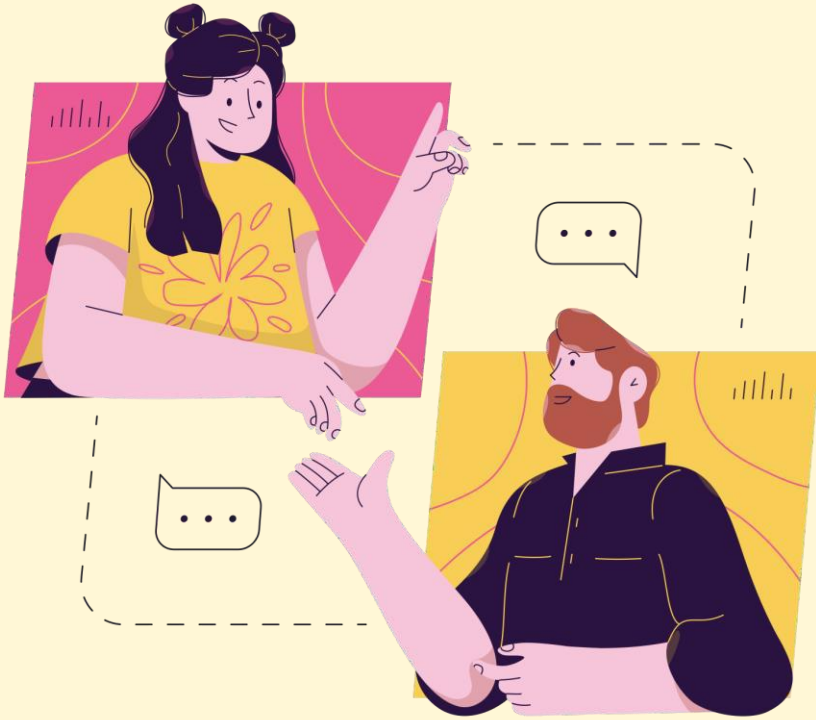
Sign in

Solution:

For **issue 1b**, please check that you have entered the correct password without missing letters or numbers. If the issue still occurs, please approach **your teacher or school's MIMS Student Administrator (SA) to reset your password.**

For **issue 1c** and **other password-related issues like forgot password or inactive account**, please approach **your teacher or school's MIMS Student Administrator (SA) to reset/unlock your account.**





Need further assistance?

Please contact the following school staff.

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