

# Join a meeting

Before joining a Zoom meeting on a computer or mobile device, you can download the Zoom app from [our Download Center](#). Otherwise, you will be prompted to download and install Zoom when you click a join link.

You can also [join a test meeting](#) to familiarize yourself with Zoom.

## Prerequisites

- Each meeting has a unique 9, 10, or 11-digit number called a [meeting ID](#) that will be required to join a Zoom meeting
- If you are joining via telephone, you will need the [teleconferencing number](#) provided in the invite.

1. Open the Zoom desktop client.
2. Join a meeting using one of these methods:
  - Click **Join a Meeting** if you want to join without signing in.

The Zoom logo is displayed in a blue, lowercase, sans-serif font.A blue, rounded rectangular button with the text "Join a Meeting" in white, bold, sans-serif font.A white, rounded rectangular button with a thin grey border and the text "Sign In" in grey, sans-serif font.

- Sign in to Zoom then click **Join**.



Join

3. Enter the [meeting ID](#) number and your display name.

- If you're signed in, change your name if you don't want your [default name](#) to appear.
- If you're not signed in, enter a display name.

## Join a Meeting

Meeting ID or Personal Link Name

Grant MacLaren

Do not connect to audio

Turn off my video

Join Cancel

4. Select if you would like to connect audio and/or video and click **Join**.

YouTube instructions should you choose that manner of learning

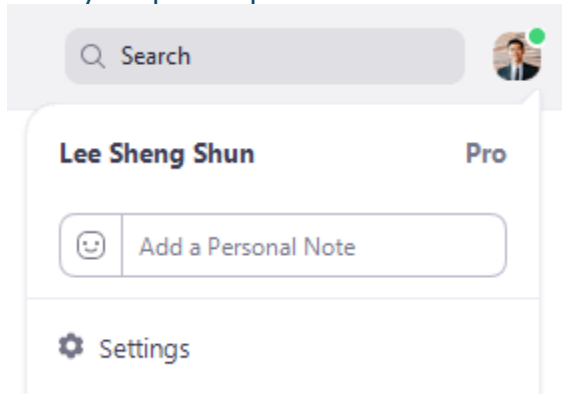
<https://youtu.be/hIkCmbvAHQQ>

## Checking Video

### Testing your video before a meeting

1. Log in to the Zoom client.

2. Click your profile picture then click **Settings**.



3. Click the **Video** tab.



4. You will see a preview of your camera and can choose a different camera if needed.



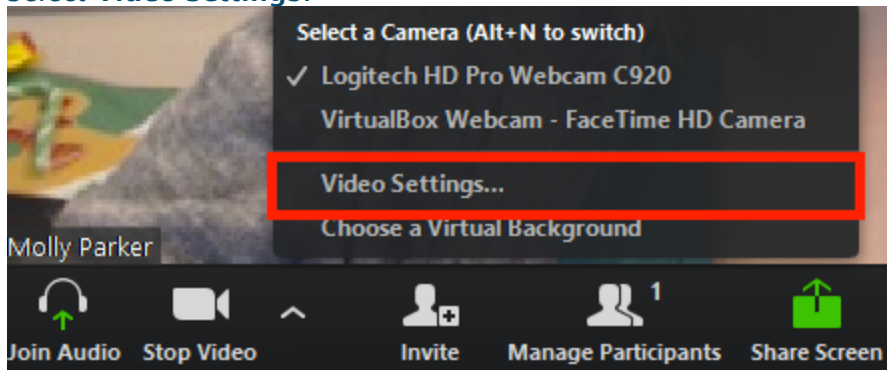
Camera:

## Testing your video while in a meeting

1. Click the arrow next to **Start Video / Stop Video**.



2. Select **Video Settings**.



Zoom will display your camera's video and [settings](#).



Camera:

3. If you don't see your camera's video, click the drop-down menu and select another camera.

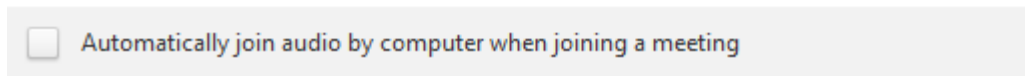
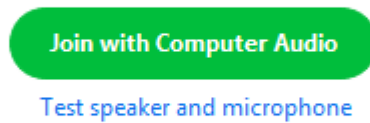
You can also rotate your camera if needed. [Read more about rotating your camera.](#)

## Checking Sound

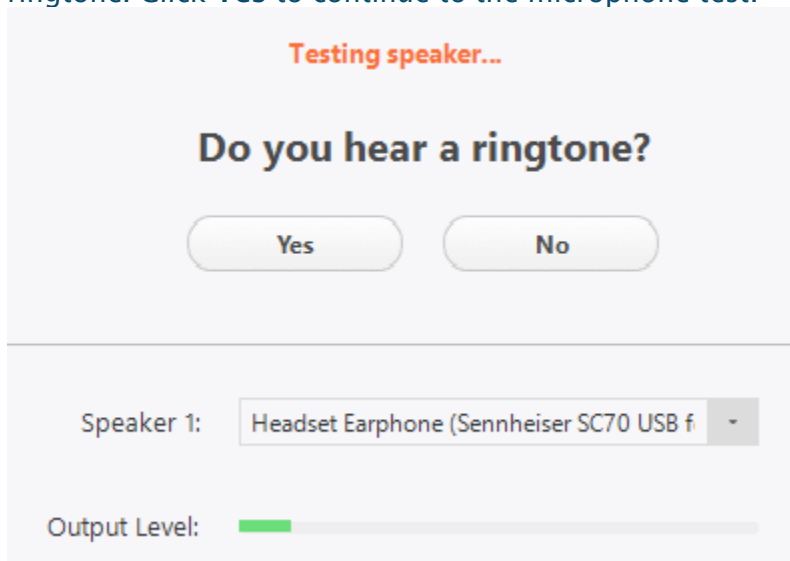
### Testing Audio Before Joining a Meeting

If you haven't enabled the [setting to automatically join by computer audio](#), you can test your speaker and microphone before joining a meeting:

1. After joining a meeting, click **Test speaker and microphone**.



2. The meeting will display a pop-up window to test your speakers. If you don't hear the ringtone, use the drop-down menu or click **No** to switch speakers until you hear the ringtone. Click **Yes** to continue to the microphone test.



3. If you don't hear an audio replay, use the drop-down menu or click **No** to switch microphones until you hear the replay. Click **Yes** when you hear the replay.

**Testing microphone...**

**Speak and pause, do you hear a replay?**

---

Microphone 1:

Input Level:

4. Click **Join with Computer Audio**.

**Speaker and microphone looks good**

Speaker:

Microphone:

5. Click **Join with Computer Audio** to join the test meeting with the selected microphone and speakers.

Phone Call  Computer Audio

[Test speaker and microphone](#)

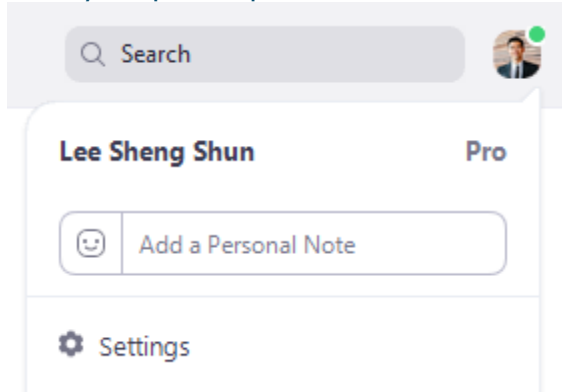
Automatically join audio by computer when joining a meeting


## Testing Audio Using Audio Settings

To test your audio, navigate to your audio settings before or during a meeting:

### Before a meeting

1. Log in to the Zoom client.
2. Click your profile picture then click **Settings**.

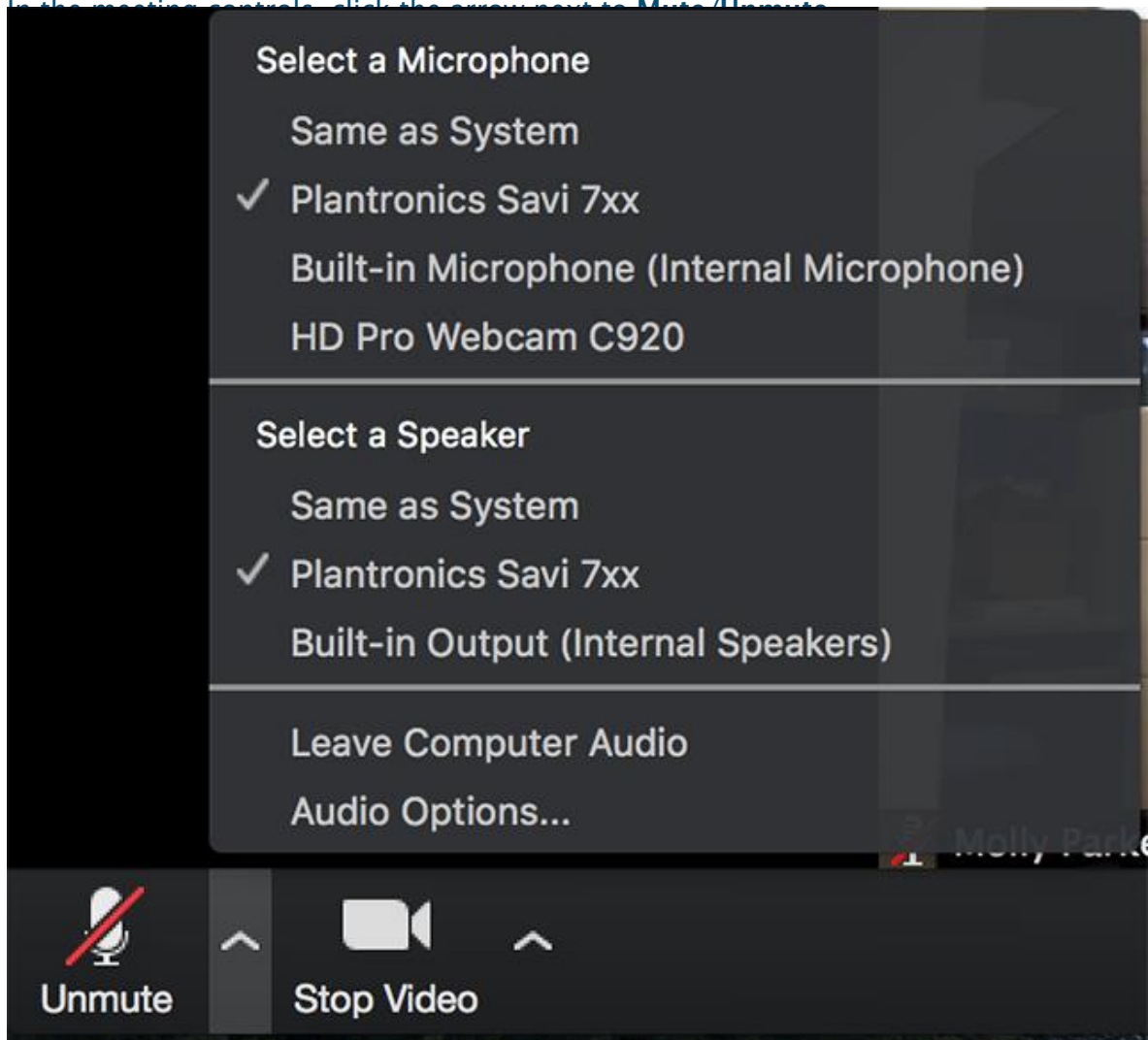


3. Click the **Audio** tab.  
 Audio
4. Follow the sections below to test your [speaker](#) or [microphone](#).

### During a Meeting

You can access your audio settings and test your audio when you are already in a meeting.

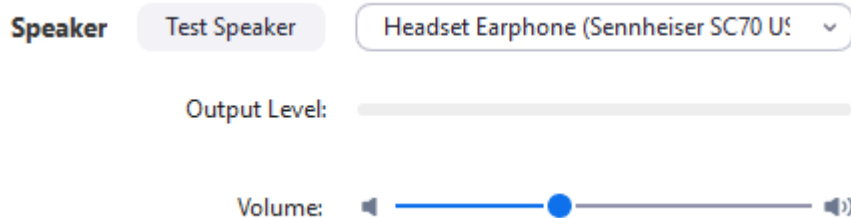
1.



2. Click **Audio Options**. This will open your audio settings.

## Testing your Speaker

1. Click **Test Speaker** to play a test tone.
2. If you cannot hear it, select a different speaker from the menu or adjust the **Volume**.

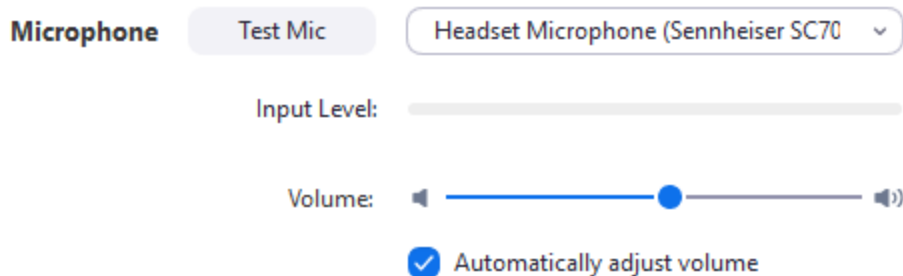


[Learn more about audio settings.](#)



## Testing your Microphone

1. In the **Microphone** section, you will see the green **Input Level** bar move when Zoom is picking up audio.
2. Click **Test Mic** to test your microphone.
3. Your audio will start recording. Click **Recording** when you are done and it will play back. You can select another microphone from the menu or adjust the input level.
4. Check **Automatically adjust microphone settings** if you want Zoom to adjust the input volume automatically.



[Learn more about audio settings.](#)

## Microphone Troubleshooting

- If you are on on Mac OS 10.14 Mojave or earlier and can't access the microphone, check your operating system permissions to confirm that Zoom has access to the microphone. [See Using the Zoom Client and Zoom Rooms with Mac OS 10.14 Mojave for more information.](#)
- If you are on Windows 10 and can't access the microphone, use the Windows search box to navigate to **Microphone privacy settings**. Switch on the **Allow apps to access your microphone** toggle, and enable access for Zoom.