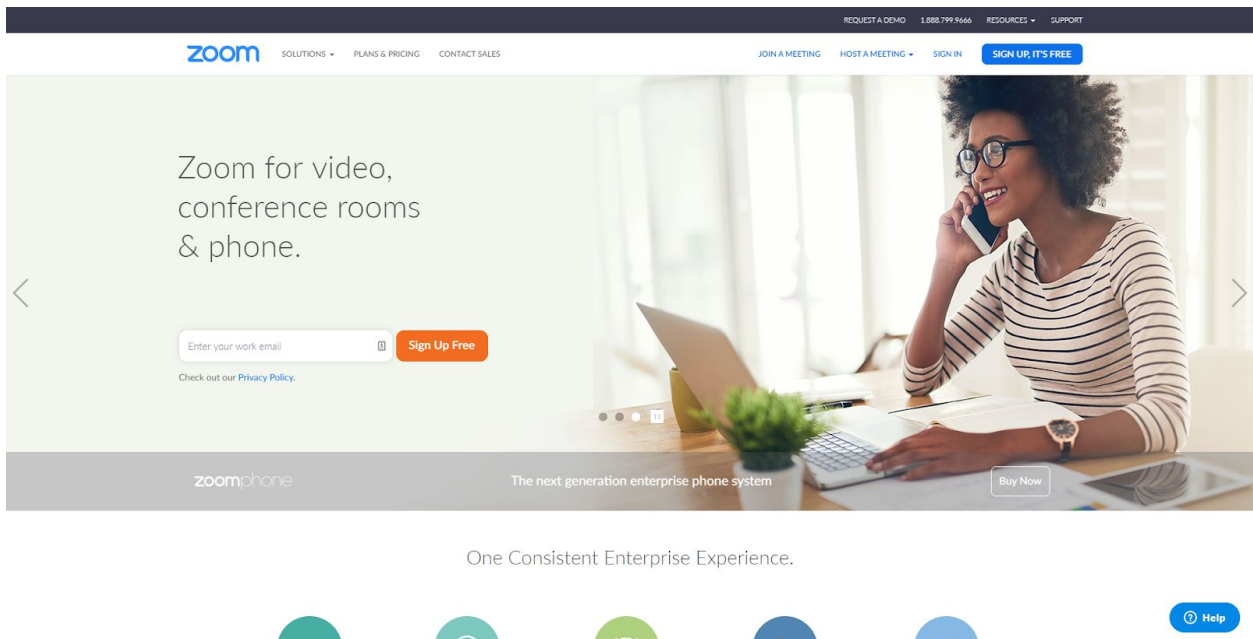
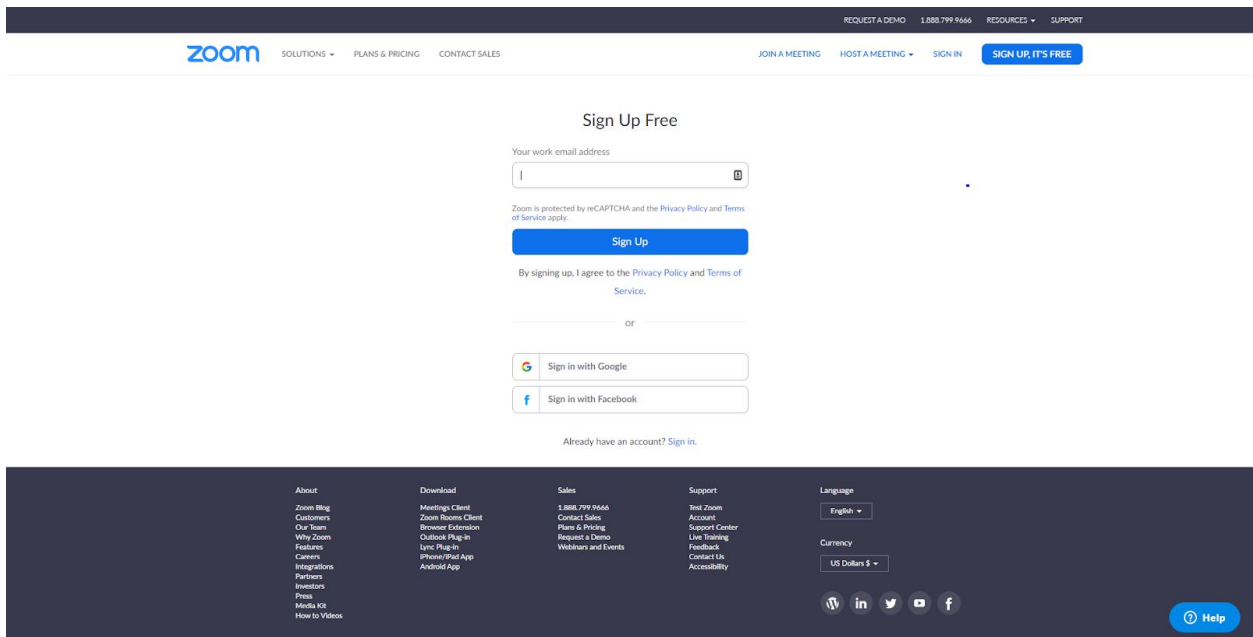


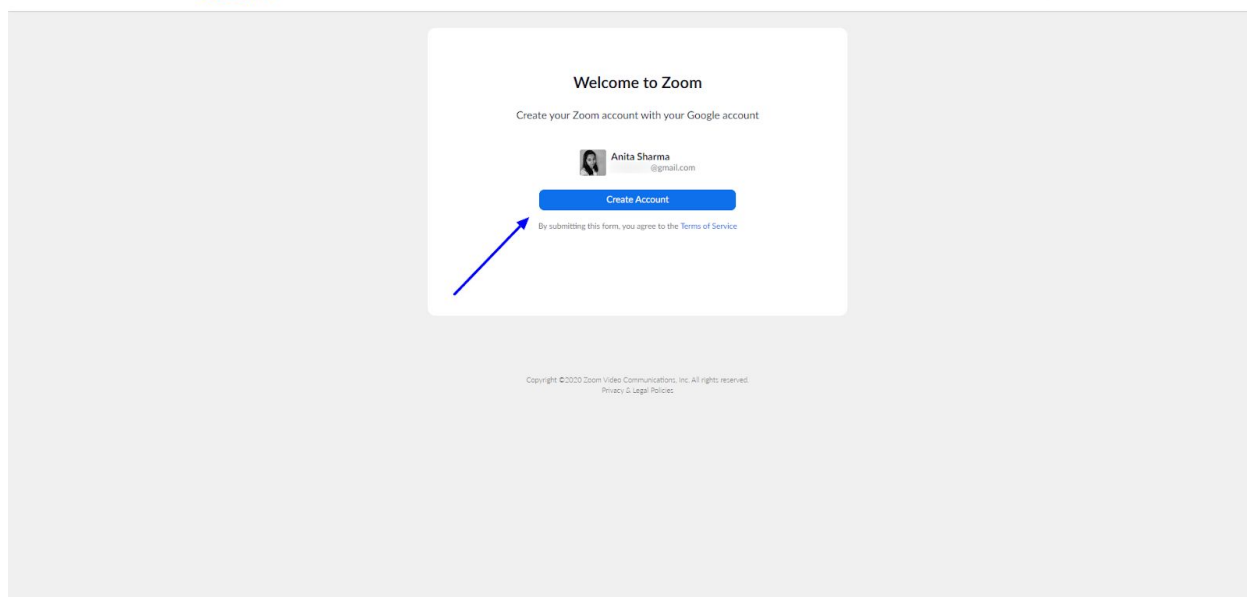
Go to [Zoom.us](https://zoom.us). Click on “Sign Up, It’s Free”.



Sign up using Your Google Account or with your email address and a password.



Create an account.



Click on **“Schedule a New Meeting”**.

Edit the settings of your meeting and save.

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Description (Optional)

When AM

Duration hr min

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- Enable join before host
- Mute participants upon entry
- Enable waiting room
- Record the meeting automatically on the local computer

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Check the settings of your meeting. When you are done, click **“Start this meeting”**.

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Time Mar 14, 2020 11:00 AM Pacific Time (US and Canada)
Add to [Google Calendar](#) [Outlook Calendar \(Lics\)](#) [Yahoo Calendar](#)

Meeting ID 980-007-724

Meeting Password Require meeting password

Join URL: <https://us04web.zoom.us/j/980007724> [Copy the invitation](#)

Video Host Off
Participant Off

Audio Telephone and Computer Audio
Dial from

Meeting Options
 Enable join before host
 Mute participants upon entry
 Enable waiting room
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Congratulations! You did it. You can copy the invitation link and invite people to the meeting.



Talking: Anita Sharma

Meeting Topic: My Meeting
Host: Anita Sharma
Invitation URL: <https://us04web.zoom.us/j/980007724>
[Copy URL](#)
Participant ID: 17



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