

# Using Zoom for Virtual Groups

Hey group leaders! Here are instructions for Zoom. You can use your computer (better) OR smart phone. Here's a "quick start" guide for you as the host of the meeting and then the members of your group:

## QUICK START GUIDE FOR GROUP LEADERS/HOST

1. Go to [Zoom.us](https://zoom.us) and create an account.
  - Free is good. Limits to 40 minute meetings. (they are currently waving the time constraint)
  - If you already have an account, feel free to use it to schedule your group on your own. Hope can also set up a meeting for you through Zoom by clicking [here](#).
2. Once you are logged in you need to schedule a meeting.
  - Click on "My Account"
  - Click on "Schedule a Meeting."
  - Fill in info for meeting. (See photo below for boxes to check)
  - Click "Save"
3. On the next page, click "Copy the invitation."
  - Click "Copy Meeting Invitation" in the pop up.
4. Open your email and paste (right-click, paste or Ctrl+V) invitation into and email and send to your group.
5. To start meeting, open Zoom, log in, and go to "Meetings" and click "Start."

## QUICK START GUIDE FOR GROUP MEMBERS

Your group members do NOT have to sign up. Here's what they will have to do:

1. Click on link in email sent by the leader
2. Download Zoom app.
3. Supply first/last name, country.
4. Click "open Zoom."
5. BOOM, You're in Zoom!

If you want a short video guide to zoom for your group, [click here](#).