

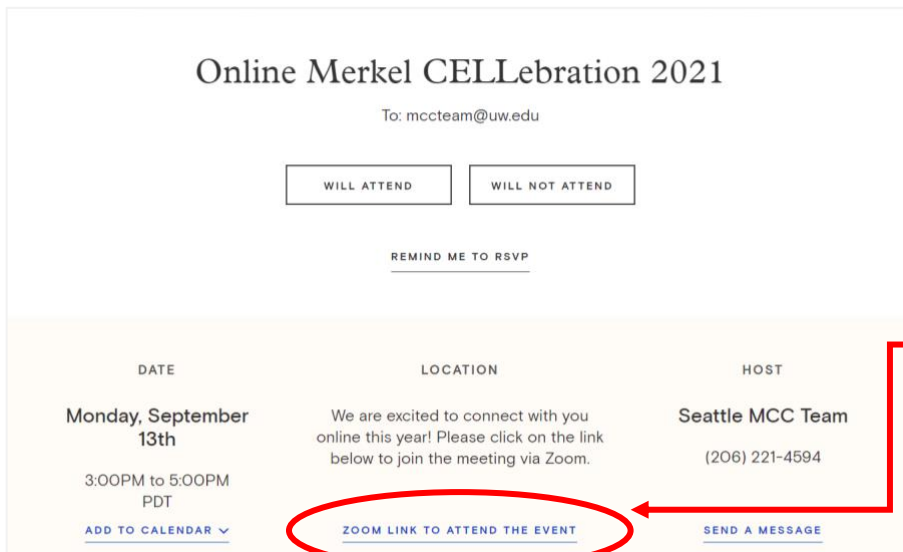
Quick Guide to Zoom, Merkel CELLebration 2021

Monday September 13th, 2021 from 3:00 PM to 5:00 PM Pacific Time



If all else fails, ask a tech-savvy, young family member to help with setup! 😊

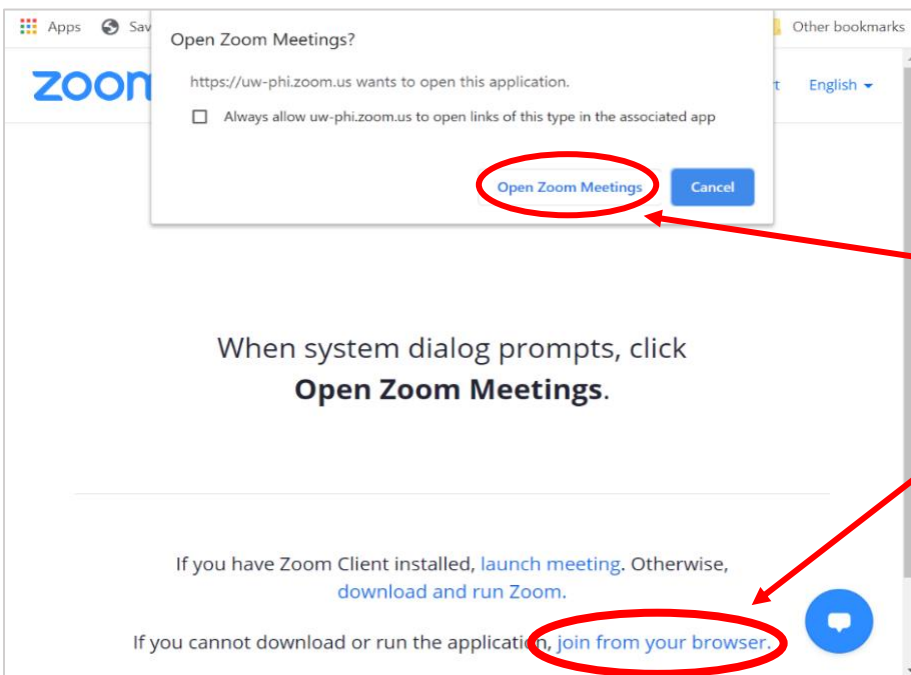
How to Join the Meeting:



Step 1:

Open your Paperless Post email invitation and click **“View the Card.”** A new tab will pop up.

Scroll down and click on this link OR type <https://uw-phi.zoom.us/j/94035402381> into your browser.



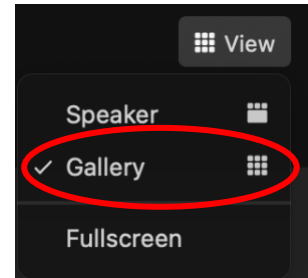
Step 2:

*If you have the Zoom desktop app, click **“Open Zoom Meetings.”***

*If not, click the blue **“Cancel”** in the pop-up. Then click, **“join from your browser”***

Helpful Zoom tips after you enter the meeting:

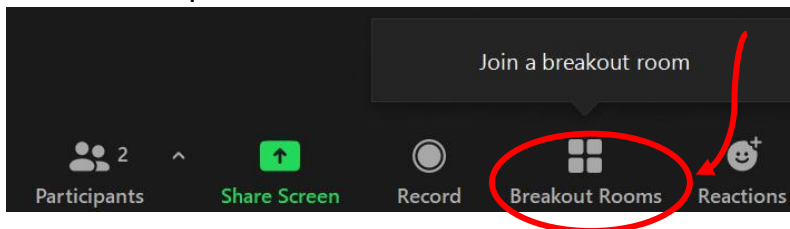
1. To see more faces in the meeting, click **“Gallery View”** in the top-right corner
2. You can turn off/on your video and microphone at the bottom-left



How to Join Breakout Rooms:

For the last portion of our event, we will host small group discussions.

1. When the meeting host opens the “breakout rooms”, the following icon will appear on the bottom panel:

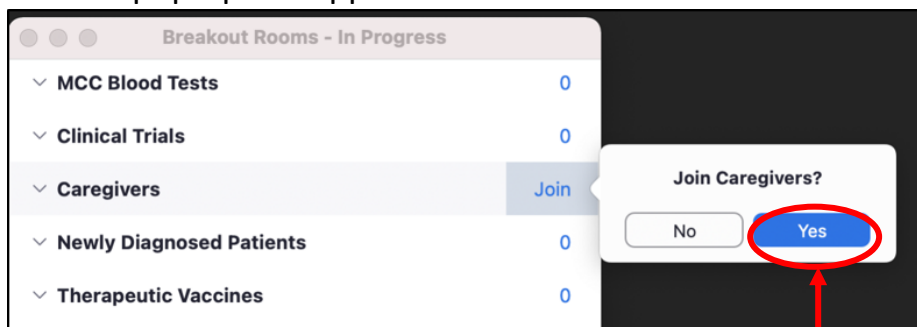


2. Click on the **“Breakout Rooms”** icon and the following pop-up window will appear. Click the **“Join”** button for your room of choice



This button shows either as “join” or as a number

3. Another pop-up will appear as below. Click **“Yes”** to confirm entering the breakout room



****We will be available during the event for breakout room support****

Questions? Please contact: mccteam@uw.edu, (206)-221-4594

Practice? Join a practice Zoom meeting ahead of time at the following link to familiarize yourself with the format and test your microphone/speakers: <https://zoom.us/test>