



ZOOM INSTRUCTION GUIDE

WEBSITE and TELEPHONE

During the Colorado Public Health Stay-at-Home Order, members of the public are encouraged to attend meetings via ZOOM

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 904 046 119

PASSWORD: 481875

CALL IN PHONE NUMBER:

(+1 669 900 9128 or +1 346 248 7799
or +1 301 715 8592)

IMPORTANT INFORMATION

ZOOM can be accessed by telephone or computer. You must have a computer or smart phone application to view the participants or visual presentation.

For those participating by computer only, you must have a microphone enabled computer to communicate verbally. Otherwise you will have to call in via the telephone as well.



TO ACCESS VIA TELEPHONE:

1. Call phone number: +1 346 248 7799
2. Enter Meeting ID: 904 046 119
3. Password: 481785
4. Press # to confirm you are a participant and enter the meeting
5. To state a public comment, "raise hand": *9
(You will be called on in order received)



TO ACCESS VIA WEBSITE:

1. Access website at: <https://zoom.us/join>
2. A set of dialogue boxes will appear (as seen below)

1

Join a Meeting

Meeting ID or Personal Link Name

Join

Join a meeting from an H.323/SIP room system

Enter Meeting ID: 904 046 119#

2

Open Zoom?

https://zoom.us wants to open this application.

Open Zoom Cancel

Launching...

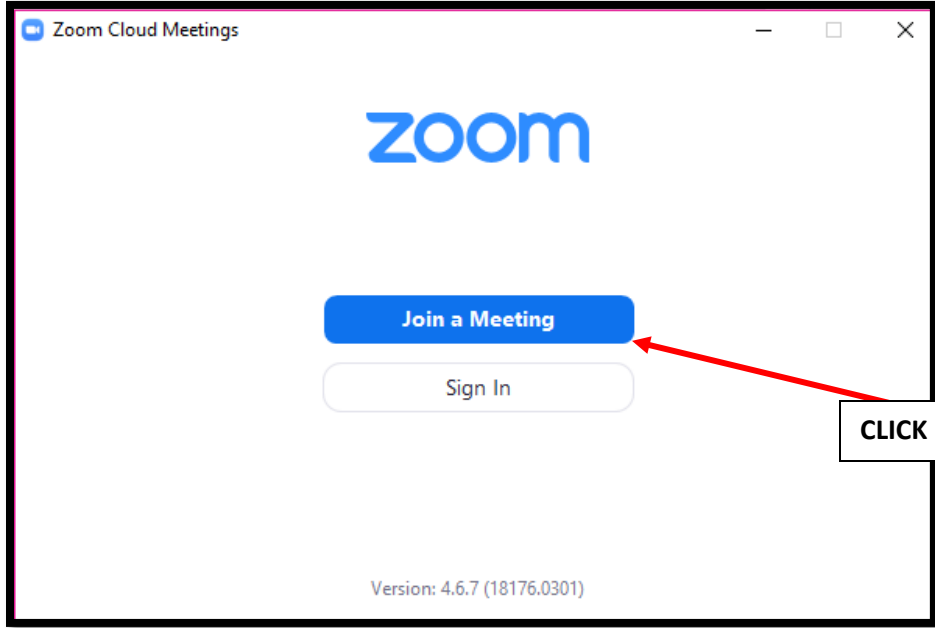
CLICK HERE

Please click Open Zoom Meetings if you see the system dialog.

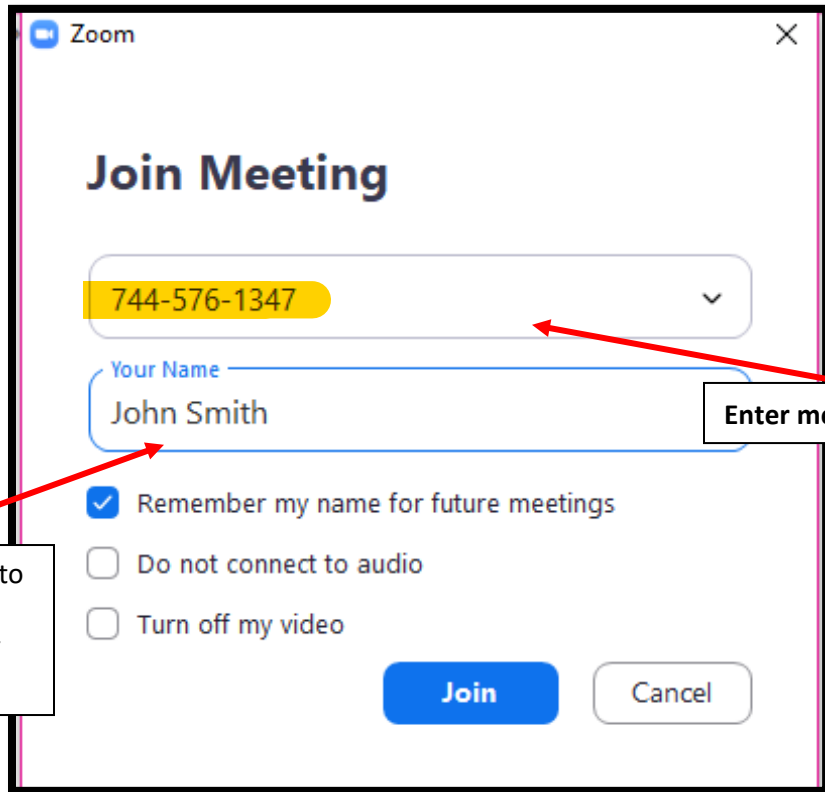
If nothing prompts from browser, [click here](#) to launch the meeting, or [download & run Zoom](#).



3



4



Enter Your **Name** to be displayed in Zoom meeting for public viewing

Enter meeting ID: 904 046 119



5a

Computer Audio

Choose ONE of the audio conference options

Phone Call Computer Audio

Join with Computer Audio

Failed to detect your microphone. Please make sure your microphone is properly connected.
Test Speaker and Microphone

Automatically join audio by computer when joining a meeting

CLICK HERE

5b

Phone Call

Choose ONE of the audio conference options

Phone Call Computer Audio

Dial: +1 970 205 6099
+1 312 256 6799
+1 307 758 8592
+1 706 248 8799
+1 669 900 6833
+1 253 215 8782

Meeting ID: 744 576 1247
Participant ID: 13

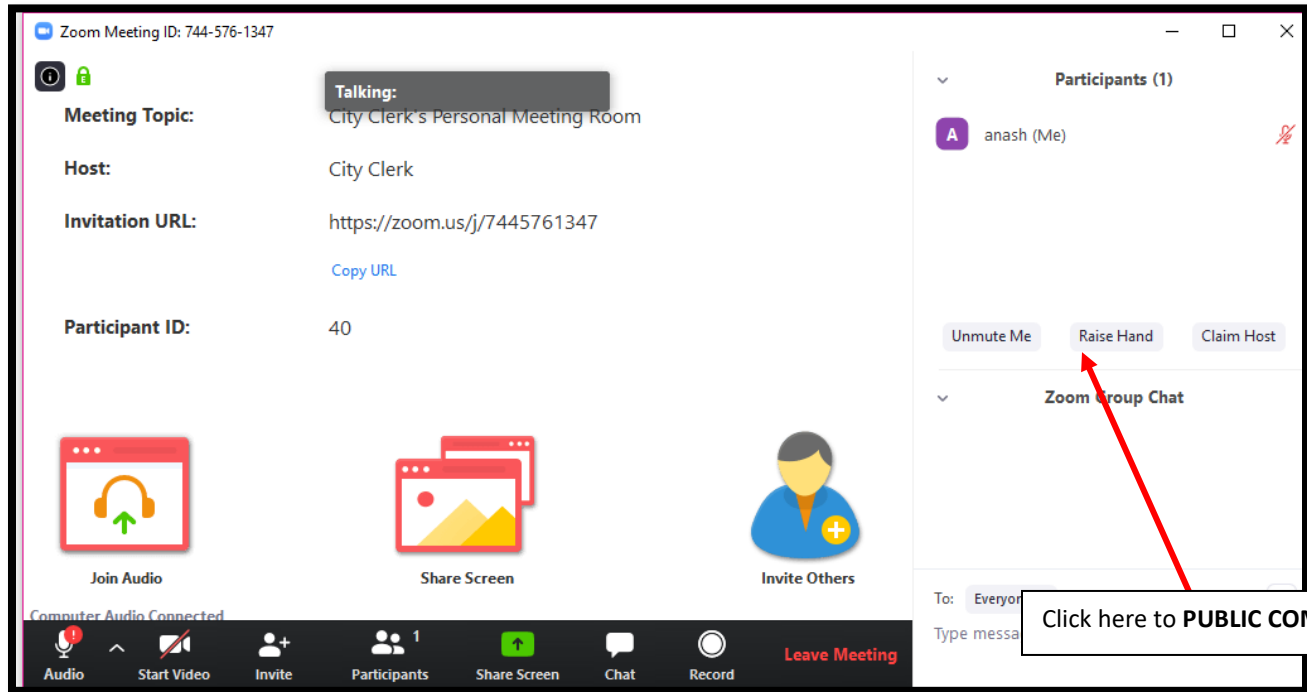
Call (669)900-9128

904 046 119

Done



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3. Use icon **RAISE HAND** to provide Public Comments. You will be unmuted and called upon in the order received.

SEE WEBSITE LINKS BELOW FOR MORE TUTORIALS

<https://support.zoom.us/hc/en-us/articles/201362193>

<https://support.zoom.us/hc/en-us>

https://www.youtube.com/embed/vFhAEoCF7jg?rel=0&autoplay=1&cc_load_policy=1