Using Zoom on a Chromebook

Zoom is a communications app that is used for video conferencing and virtual meetings. You can run meetings for up to 40 minutes and have up to 100 participants for free.

This tutorial is based on Zoom for Chrome - WPA which is the latest version of Zoom for Chromebooks. Zoom is recommending this version and will not be supporting earlier versions much longer.

Uninstall previous version before installing this one.

Instructions
1) Open your Play Store by clicking on the Chromebook Launcher

2) Click on the Play Store icon

https://zoom.us/
3) Type “zoom for chrome - pwa” in the search box, and tap the **enter key**

   ![Zoom search result]

4) **Click on Install**

   ![Zoom installation screen]

5) Now the Zoom Icon will show up in your Launcher

6) Click on it to open

   ![Zoom app icon]
**Signing into Zoom:**
Click On the Google Icon and follow the prompts to log in.
Or if you have a Zoom account, enter your Zoom username and password.
Joining with a Meeting ID
Click ‘Join Meeting’ and enter the Meeting ID. Choose between joining with a Phone Call or Computer Audio. Best to join with Computer for TGH Classes. Click on Join with Computer Audio.
Joining a meeting with a Zoom Meeting Link
Click on the link and the following chrome page will open up.

Click on “Join via the Zoom for Chrome PWA”

A small window will open:
Next Click in the box next to “Remember this choice”

Then click on “Open”
To unmute or mute yourself, click the microphone in the bottom left corner. A red line means you are muted.

To turn on or off your camera, click the camera icon in the bottom left corner. A red line means your camera is off.

To send a message in the chat, click the text bubble that says ‘Chat’ in the menu on the bottom of the screen.

Enter your message in the text box and press the ‘Enter’ key on your keyboard to send the message.
**View:** Click on View to see all the viewing choices

**Speaker View:** the speaker will appear in a large window and everyone else in smaller windows

**Gallery View:** All participants will show in the same size windows regardless of who is speaking

**Fullscreen:** Your Zoom window will fill your screen. In order to see your Chromebook shelf you will have to move your mouse to the bottom of the screen

**Leaving a meeting:** Click on **End**
To start a meeting: click ‘Start’ and Join Audio by Computer

To get the meeting ID and Invitation Link: click on the

Letting people in the meeting: Click ‘Participants’ and ‘Admit’.

1 person is waiting

Alyssa Feinberg
Admit
Remove

1 participant in meeting
Leaving a meeting: Click on **End**, and **End Meeting for All**

Contact Zoom if you have any issues and / or visit their help page for help.

Contact Zoom: [https://support.zoom.us/hc/en-us/articles/201362003](https://support.zoom.us/hc/en-us/articles/201362003)
Help: [https://support.zoom.us/hc/en-us](https://support.zoom.us/hc/en-us)

Congratulations! You have just joined and created a meeting on Zoom!