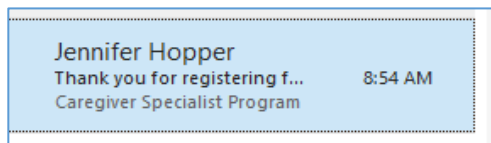


Zoom Video Call Instructions (App Not Installed)

This instruction assumes you are using a tablet (such as an Apple iPad or Samsung Galaxy or equivalent device). It also assumes the Zoom app is not installed on your device yet (it will be installed later in this procedure), that you know how to control your device and that it is connected to the internet wirelessly (via your home WIFI). It is not recommended to watch the video presentation on a smartphone as the screen is too small.

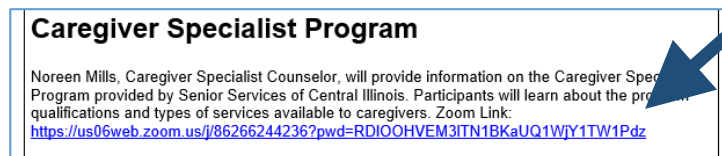
Please Note: The Zoom app is free.

1. Once you scheduled an appointment with a program specialist over the phone (or registered for an event online), you should receive a confirmation email with the Zoom meeting information. The email should appear similar to the following:



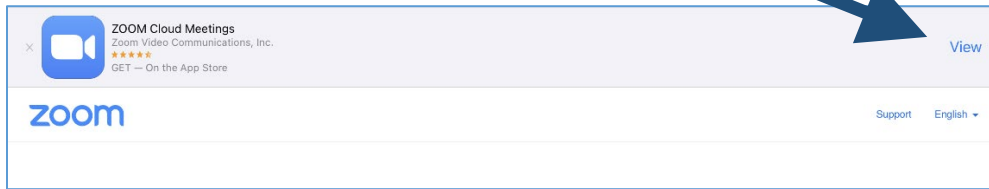
If you have not received the email, please check your email junk folder, otherwise contact the program specialist to confirm your email address.

2. On the day of the meeting, typically 15 minutes before the meeting starts, open the email and select the Zoom link (example shown):

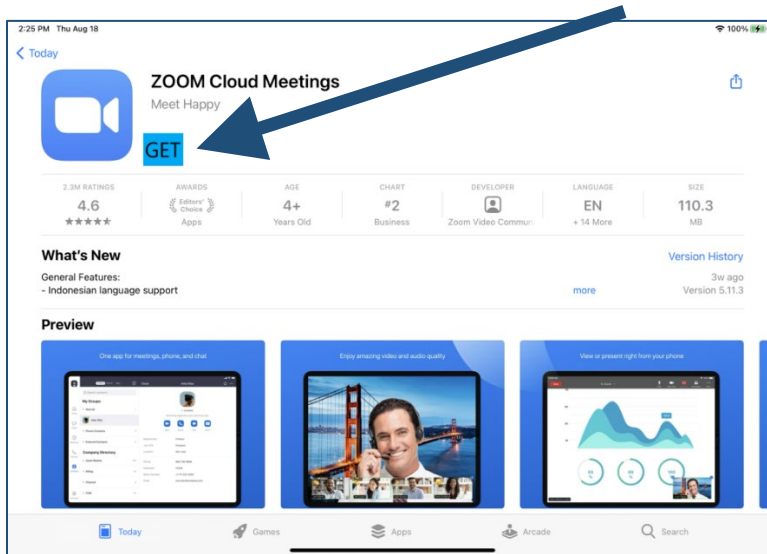


Zoom Video Call Instructions (App Not Installed)

3. You will be taken to the applicable App Store (Apple or Google Play) – If you are prompted to login to the App Store, enter your App Store username and password.
4. Select the Zoom app “View” in the upper right:

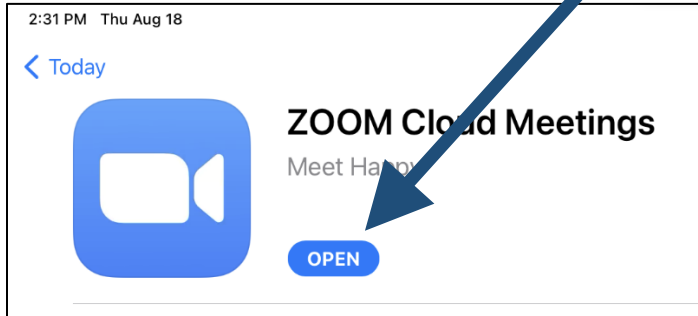


5. Select the **GET** button:

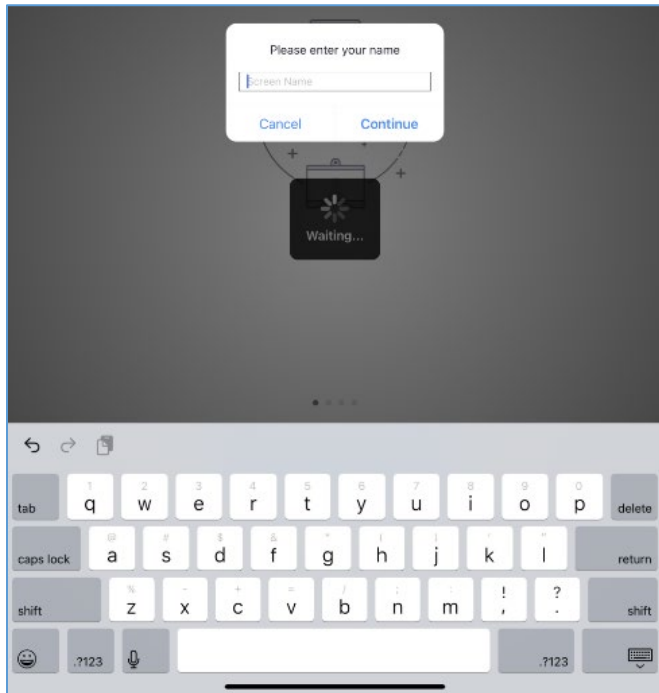


Zoom Video Call Instructions (App Not Installed)

- The Zoom app will start installing on your device. When it finishes installing, it will say Open. Select Open:



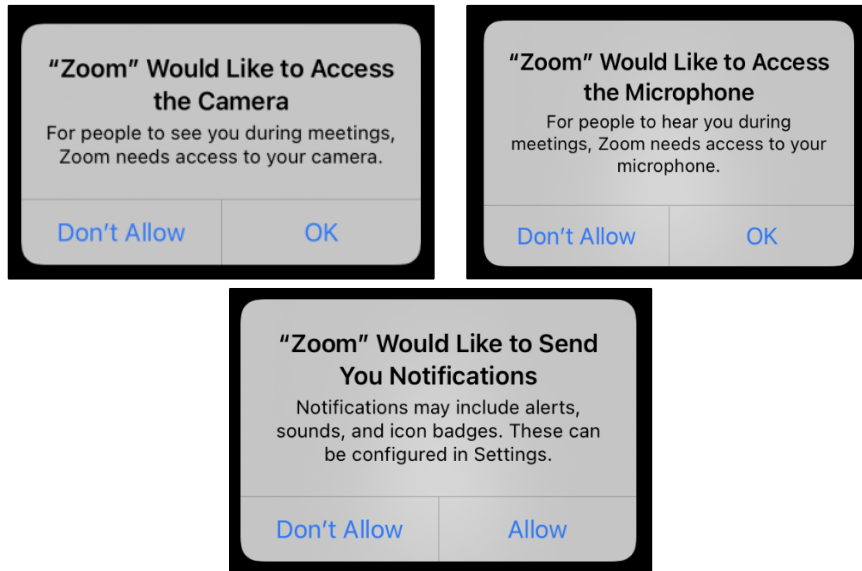
- Zoom will ask you to enter your name, type in your name and select Continue - **PLEASE NOTE:** The name you enter is the name everyone in the meeting sees:



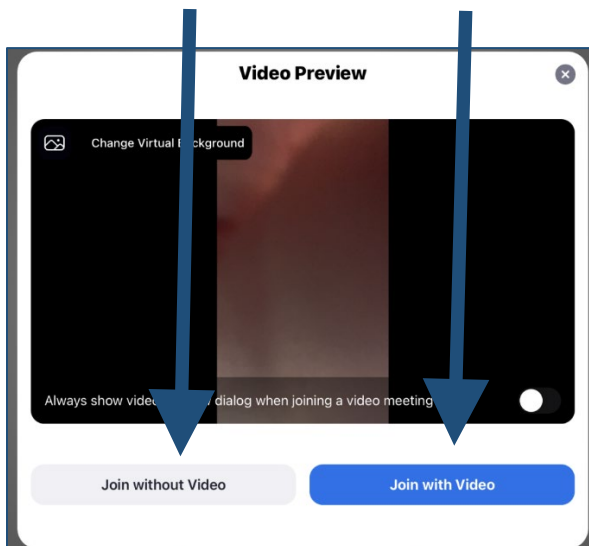
NOTE: If you are not prompted to enter your name, go back to your email and select the Zoom link again.

Zoom Video Call Instructions (App Not Installed)

8. When prompted to allow Zoom to access the iPad microphone and camera, select OK. Also select Allow or Don't Allow to receive notifications:

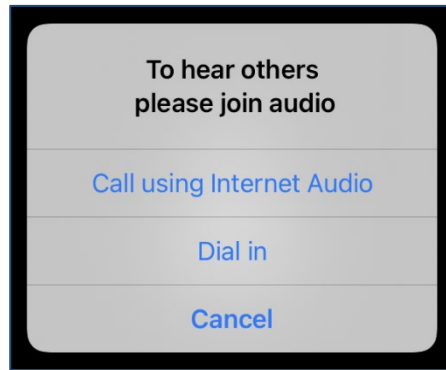
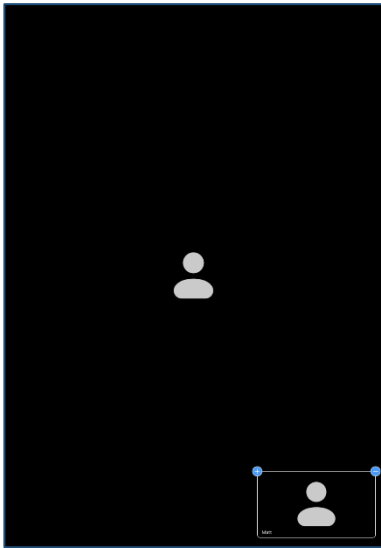


9. Select Join without video or with video:



Zoom Video Call Instructions (App Not Installed)

10. **You are now in the Zoom meeting.** Please wait for your presenter to start the meeting. You should see something similar to the following:

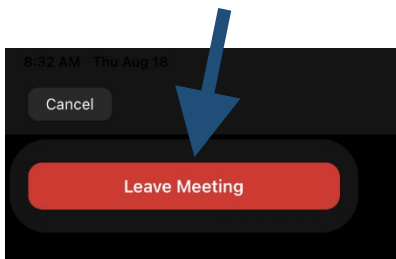


When prompted, select Call using Internet Audio.

You may mute/unmute your microphone by selecting the button near the top right of the screen (you may need to tap the screen once near the top to see the menu):



11. Once the video conference finishes, select the Leave button.
12. Then select **Leave Meeting**:



Thank you for joining the AgeLinc Zoom video presentation!

If you are having an issue joining a presentation remotely, please call us at (217) 787-9234 or (800) 252-2918.