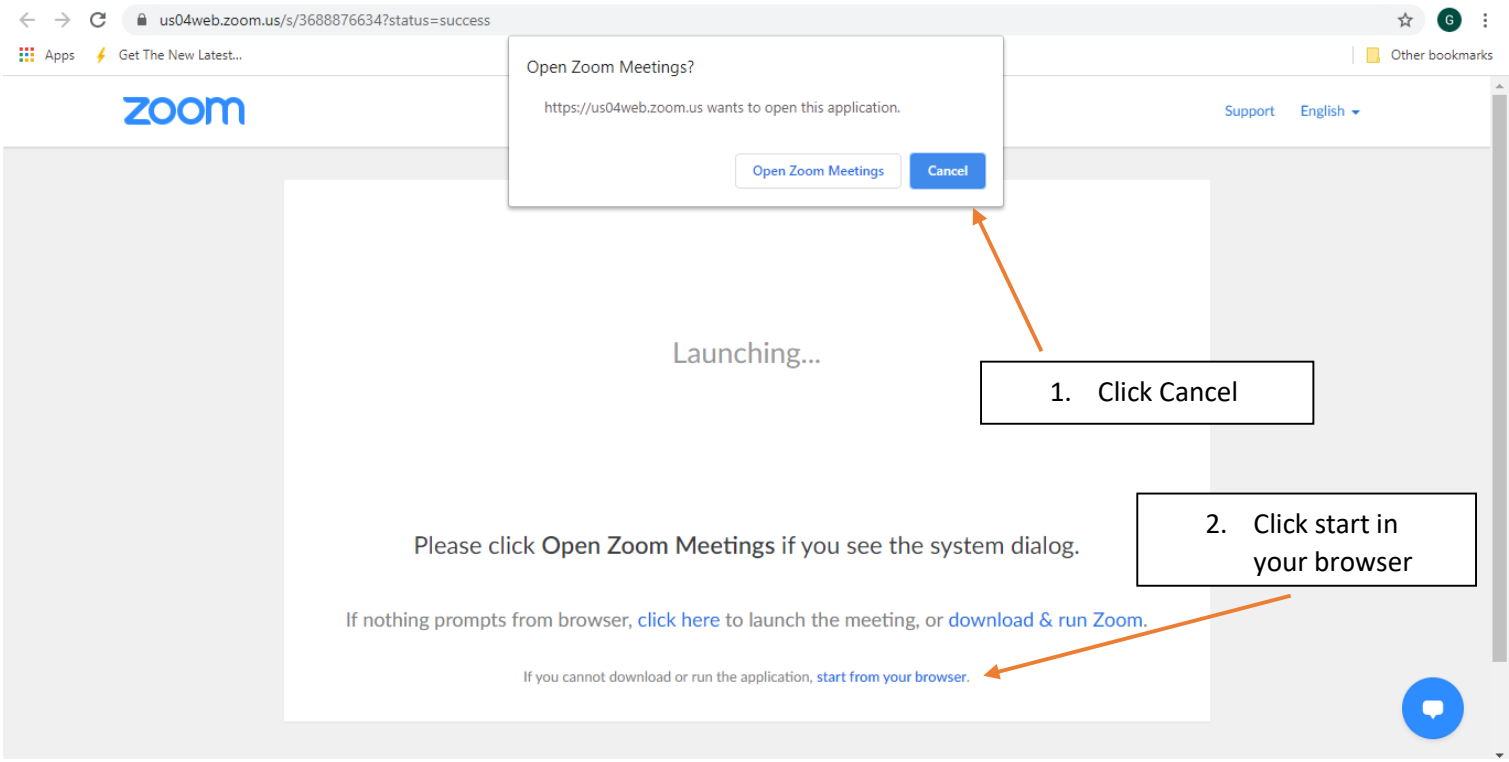
Joining a Meeting using Zoom, Teams or Google Meets.

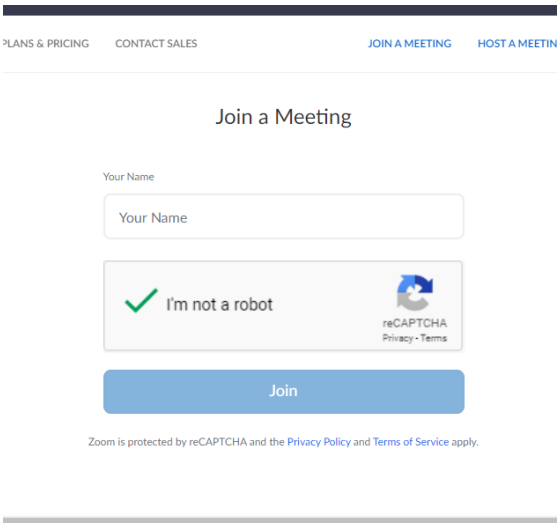
To join a meeting for virtual lessons you will be sent an email with the link to join the meeting regardless of the platform used, it may contain a meeting id and password for you to join the meeting.

To join a meeting in Zoom

When you click on the link to join the meeting you will be taken to a webpage. You do not need an account to sign in but you will need the meeting id and password that was sent in the email. You may need to copy the link and paste it into your browser.

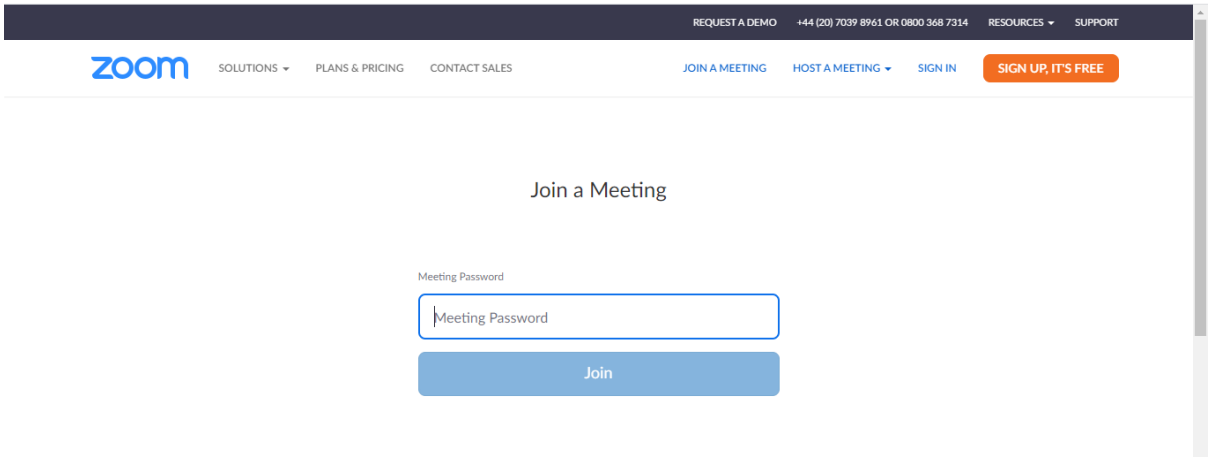
To join the meeting:





Put in your name and click on the Captcha button.

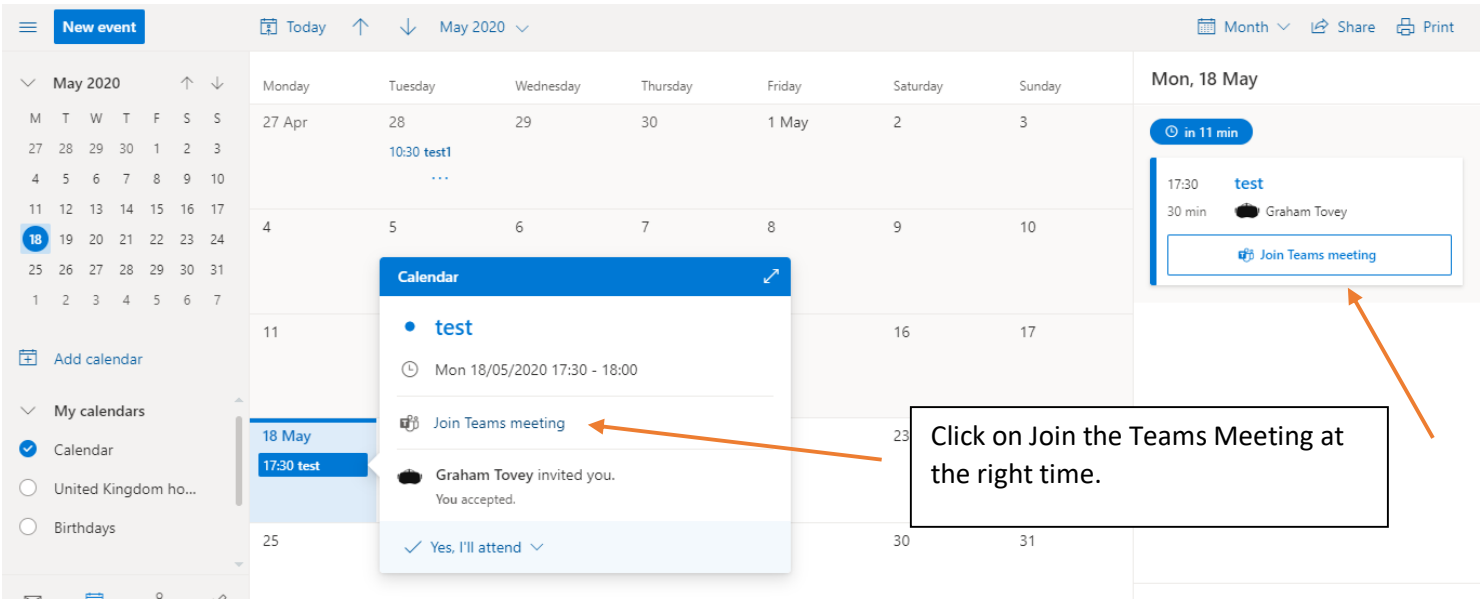
When asked, put in your meeting Id and the Password that was sent in the email.



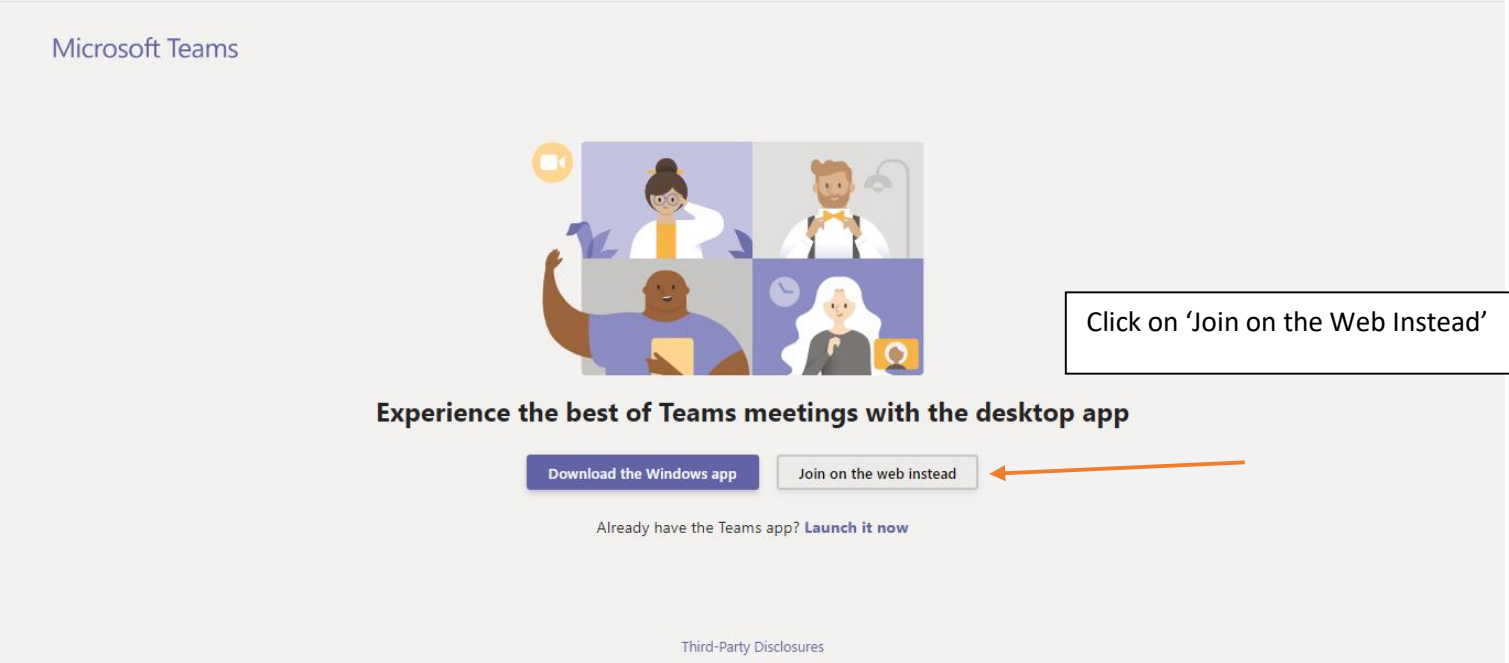
Click on Join with computer audio and click on the Enable Microphone when that pops up. Once you are in the meeting you can click on the Video icon on the bottom left of the screen to start your webcam. Click Allow when asked. It may be in a different location on your mobile.

To join a meeting in Microsoft Teams

You will be sent an email with the meeting invitation, you will be asked to accept. Once you accept the email will disappear and the event will now be in your calendar. Go to your calendar and click on the event. There will be a 'Join Teams Meeting' link, click on the link to join the meeting.



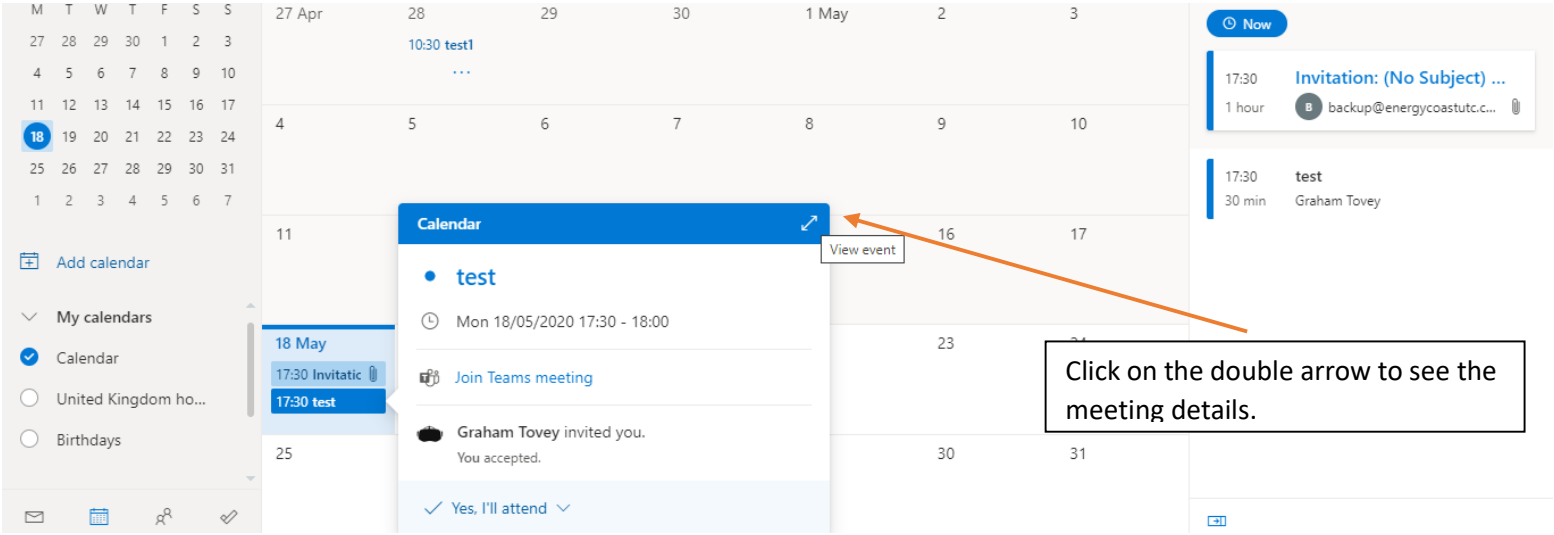
Click on the 'Join on the web Instead'.

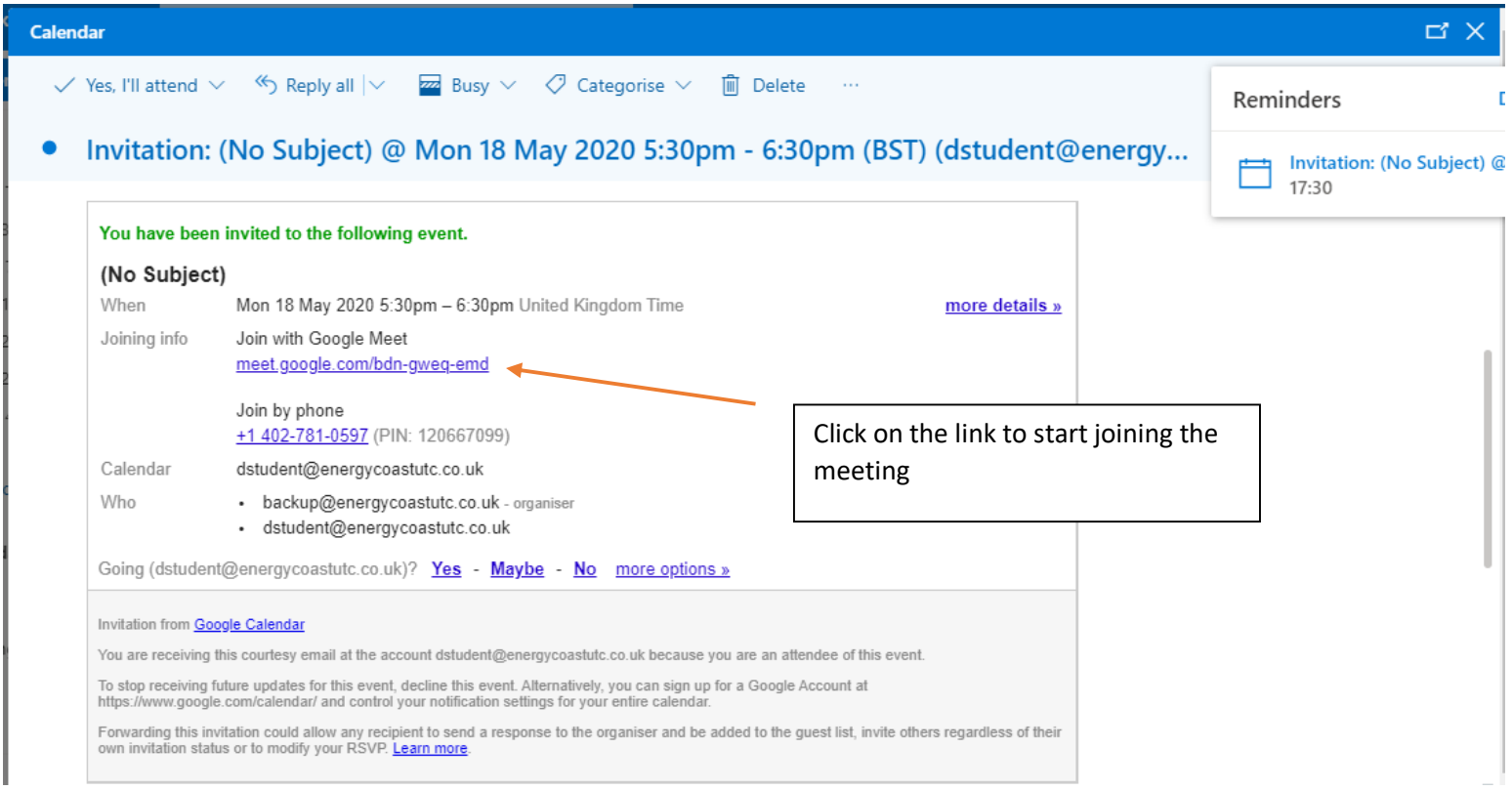


There is no need for a meeting ID or Password as it will be using your school's account which is secure.

To join a meeting in Google Meets/Classroom

If your teacher prefers to use Google then the process is very similar to Teams. You will be sent an email with the option to Accept or decline the event, click on Yes. The event will be moved to your calendar. Go to your calendar and click on the event.





Finally type your name in and click the 'Ask to Join' button. Wait to be accepted.