

Learning Hub Quick Guide: Basics for Students

Joining A Zoom Meeting Using Only the Phone



To Join a Zoom Meeting through a phone, follow these steps:

1. Find the meeting information for your class
 - a. Meeting ID number
 - b. Meeting phone number (there are usually several to choose from)
2. This information can be obtained in advance from
 - a. An email invitation from your teacher or department
 - b. From the course page in LearningHub
 - c. From a classmate
3. Dial the meeting phone number
 - a. You will be prompted to enter your **Meeting ID**
 - i. Enter your **Meeting ID** followed by the # key
(in an email the **Meeting ID** will be displayed under the list of phone numbers)
4. If it asks for the participant ID just ignore and press the # key
5. Now it says “You are in a meeting”
6. Once you are in the meeting you can:
 - a. Press *6 to Mute and Unmute – this is for your microphone, you will still hear the meeting. Most teachers want the students on Mute during class.
 - b. Press *9 to “raise hand” – then a message will appear on the teacher’s screen that you have raised your hand to say something.
7. When the meeting is done you just hang up.