

# Zoom: Getting started

Zoom is a virtual meeting solution that offers a reliable cloud platform for video and audio conferencing. Use Zoom to virtually meet with your financial advisor.

## ATTENDING A ZOOM MEETING

You can attend a Zoom meeting from the meeting invite your financial advisor sent via email.

**Note:** A Zoom account is not required to attend a Zoom meeting.

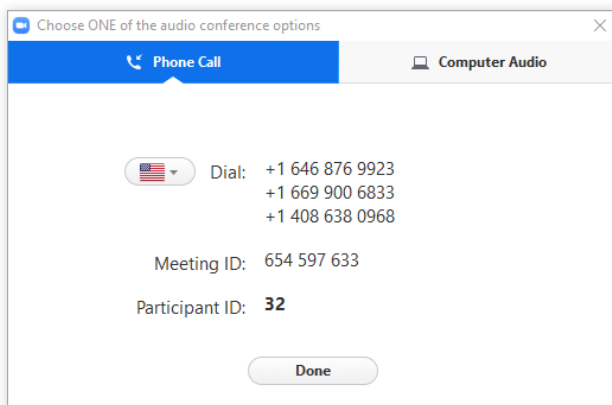
To attend a Zoom meeting from a meeting invite:

1. Open the email from your financial advisor and click the **Join Raymond James Zoom Meeting** hyperlink.

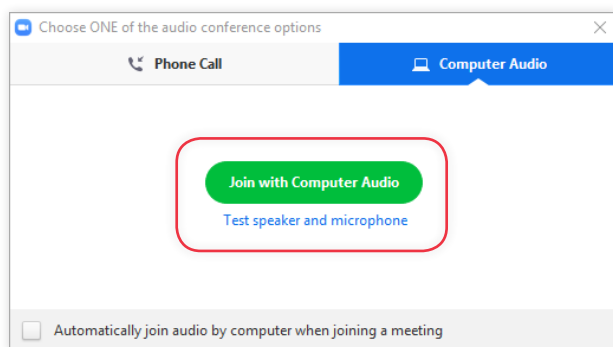


2. On the screen that appears, you will be prompted to join the meeting through either phone call or computer audio.

- **To join by phone**, dial one of the numbers provided, and then follow the prompts to enter the Meeting ID and Participant ID.



- To join by computer audio, click the **Join with Computer Audio** button.



The meeting will begin when your financial advisor joins.

- A** By clicking the microphone icon, you can mute or unmute your audio.
- The microphone icon dropdown provides several audio options for your virtual meeting, including the ability to switch between computer and phone audio.
- B** By clicking the video icon, you can stop or start your video camera.
- The video icon dropdown provides access to video settings.
- C** Click the **Invite** icon to invite additional participants to your virtual meeting.

- D** Click the **Participants** icon to view participants in the virtual meeting.
- E** By clicking the **Share** icon, you can share a screen, document or application with your financial advisor.
- Note:** Only one participant can share their screen at any given time.
- F** Click **Leave Meeting** to leave the virtual meeting.