## HOW TO INVITE OTHERS TO A ZOOM MEETING

1.) Go to zoom.us and sign in with your username and password. Click on My Account. Then click "Meetings."

→ C a us04web.zoom.us					н	and the state of the
				REQUEST A DEMO	1.888.799.0125 RESO RCES - SUP	PORT
SOLUTIONS - PL	LANS & PRICING CONTACT SALES			JOIN A MEETING	G HOST A MEETING + MY ACCO	SUNT
W	ebinar: Zoor	Phone Expansion				
20	d Introductic	nl				
Tuesd	day March 17th at 3PM GMT	///.				
Reg	pster Now					
		One Consistent Ente	rprise Experience.			
			િ			
					() Hel	
	Meetings	Video Webinar Conference	Rooms Phone System	Business IM	() не	
COOM SOLUTIONS - PL	Meetings	Video Webinar Conference	Rooms Phone System	Business IM REQUEST A DEMO SCHEDULE A MEETING JOIN A MEETING	Herita Mesources - Sum Hosta Meeting -	ROAT OUT
COOM SOLUTIONS - PL	Meetings	Video Webinar Conference	Rooms Phone System	Business IM REQUEST A DEMO SCHEDULE A MEETING JOIN A MEETING	Heritage Antional Antiona	
COOM SOLUTIONS - PL SOMAL Peedle	Meetings	Video Webinar Conference	Rooms Phone System	Business IM Request a demo Schedule a meeting Jonn a meeting	Hericking	
COOM SOLUTIONS - PL SONA Meetings	Meetings	Video Webinar Conference Brent Stewart Accurr Na 111125542	Rooms Phone System	Business IM Request a demo Schedule a meeting Join a meeting	Annovations     Resources and     Annovations     Annovat	p Not our
SOOM SOUTIONS PL	Meetings LANS & FRICKIC CONTRACT SALES	Video Webinar Conference Brent Stewart Account Na. 11123542	Rooms Phone System	Business IM REQUEST A DATA SCHEDULE A MEETING JOIN A MEETING	And Pyrolizis Resources - Sur HOSTA MEETING -      OO ROM	
COOM SOUTIONS • PU SOUNA Pudda Meetings Webinars Settings	Meetings	Video Webinar Conference Webinar Conference Brent Stewart Account Na. 11125542	Rooms Phone System	Business IM REQUEST A DEMO SCHEDULE A MEETING JOIN A MEETING	RESOURCE + DATE      LOSTAMEETING + DATE      EST      EST      EST	
SOUTIONS - PL SOUTIONS - PL SOUTIONS - PL SOUTIONS - PL SOUTIONS - PL	Meetings	Video Webinar Conference Weber Brent Stewart Account No. 11123542 465-715-3464 MpgLu004web2com.us/j4657153464 	Rooms Phone System	Business IM Request a dimo Schedule Ameeting Jon Ameeting	REAL	D DUT
SOUTIONS - PL SOUTIONS - PL SO	Meetings	Video Webinar Conference Webinar Conference Erent Stewart Account Na 11123542 Account Nac	Rooms Phone System	Business IM Recreate Administration Schedule Ameeting Jonna Meeting	LAMA 7970133 RESOURCES - Sur HOSTA MEETING - ECR	
COOM SOUTIONS PL SONAL Perfe Meetings Wohman Settings Settings Settings MIN Dashboard User Management	Meetings UNS & PROME CONTACT SALES	Video Webinar Conference Prenet Stewart Account Na 11125542 Account N	Rooms Phone System	BUSINESS IM REQUEST A DEMO SCIEDULE A MEETING JON A MEETING	LAMA 794 0125 RESOURCES - SAF HOSTAMEETINO      DO      Costamize	D OUT OUT
COOM SOLUTIONS PL SONAL Putile Meetings Wohan Vocardings Settings MIN Dashboard User Management Room Management	Meetings	Video Webinar Conference Erent Stewart Account Na 211123542 465-715-3464 Mttp://u04web.zoom.ust//4557153464 2 Use this ID for instant meetings Not set yet. Erentstaarstooggenalcom	Rooms Phone System	BUSINESS IM REQUEST A DEMO SCHEDULE A MEETING DON A MEETING		
COOM SOUTIONS PL SOUNCE Public Modeling Webians Settings Settings Mol Dashboard User Management Room Management	Meetings UNIS & PRICING CONTACT SALES UNIS & CONTACT SALES UNIS CONTAC	Video Webinar Conference Conference Erent Stewart Accourt Na 11125542 465-715-3464 Mttps://up3-web.accon.us/j/4657153464 -: Use this ID for instant meetings Not set yet. Erentstewartf5i@mail.com Livied accourts:	Rooms Phone System	BUSINESS IM REQUEST ADMAN		
COOM SOUTIONS OF PU SOMA Meetings Webinars Settings Settings Liker Management Room Management Account Management Account Management	Meetings LANS & FRICING CONTACT SALES LANS & FRICING CONTACT SALES	Video Webinar       Conference         Uideo Webinar       Conference         Brent Stewart       Conference         Accourt No       11125542         465-715-3464       Conference         Model with Dir Initiari meetings       Conference         Video Webing Stepasilation       Conference         Likenson (D)       Conference         Likenson (D)       Conference         Likenson (D)       Conference	Rooms Phone System	BUSINES IM REQUEST A DIM SCIEDULE AMEETING XON A MEETING	Eck	
COOM SOUTIONS & PL SOUTIONS & PL	Meetings UNIS & PRICING CONTACT SALES UNIS & PRICING CONTACT SALES	Video Webinar       Conference         Video Webinar       Conference         Brent Stewart       Account No         Account No       11123542         Linearcount I       11123542         Linearcout I       11123542	Rooms Phone System	BUSINESS IM REQUEST A DAMA SCHEDULE A MEETING XON A MEETING	LAMA YAYO DI SI INSOURCES - IL MA HOSTA MEETING - IL MA EGR EGR Customire EGR	
COOM SOUTIONS OR SOMU Polio Meetings Webinari Sortings Settings MIN Dabbaard User Management Account Management Advanced	Meetings	Video Webinar Conference     Video Webinar Conference     Brent Stewart   Account Nic 11123542     Ad57-715-3464   Http://uofweb.com.uu//4457153464   a: Ue this ID for instant meetings     Not set yet.   Lineed of   Meeting 300 of   Enguh	Rooms Phone System	BUSINES IM REQUETA DEMO SCIEDULE AMETING ION AMETING		
SOUTIONS - PL SOOK Meeting: Webran: Sectings Settings Settings MN Dashoard User Management Account Management Account Management Advanced Attend Live Training Video Tutorisis	Meetings	Video Webinar Conference Conference Control Name 2000 Conference Conferenc	Rooms Phone System	BUSINES IM		
COOM SOUTIONS OF SOUTIONS OF SOUTIONS SOUTIONS Meetings Webinars Coolings Settings Settings Settings Main Dashboard User Management Account Management Account Management Account Management Account Management Account Management Main Coolings Main Coolings	Neetings	Video Webinar       Conference         Video Webinar       Conference         Brent Stewart       Account No. 211123542         Account No. 211123542       Account No. 211123542         Account No. 211123542       Account No. 211123542         Account No. 211123542       Account No. 211123542         Mot set yet.       Interfuence         Licensed O       Interfuence         Licensed O       Interfuence         English       Interfuence         Date Format       motid/yyy	Rooms Phone System	BUSINES IM		
COOM SOUTHORS OR NOVAL Meeting: Webinas Confinas Settings Settings MAN Dashboard User Management Account Management Account Management Account Management Account Management Account Management Manaced	Meetings	Video Webinar Conference     Brent Stewart   Accourt Na   11123542     465-715-3464   http://u04web.zoom.us//4657153464   2: Uae bhi 2D far instant maetings     Not set yet.   Licensed 0   Licensed 0   Meeting   200   English   English   Time Zone   (SMT-4.00) Eastern Time (SS)   Date Format   with Use 34-hourt time	Rooms Phone System	BUSINES IM		

## HOW TO INVITE OTHERS TO A ZOOM MEETING

2.) Click on your Connect Group name.

					REQUES	ADEMO 1888.799/0125 RESOURCES - SUPPO
SOUTIONS - PI	LANS & PRICING CONTACT SALES				SCHEDULE A MEETING JOIN A	MEETING HOST A MEETING + SIGN O
SONAL	Upcoming Meetings	Previous Meetings	Personal Meeting Room	Meeting Templates		Get Training
Profile						
leetings	Schedule a New Meeting					
Webinars						
lecordings	Start Time :		Topic :		Meeting ID	
lettings	Today 11:00 AM		Connect Group Name		515-641-044	Start Delete
IN	Tomorrow 06:30 PM		Introduction to Zoom		303-130-639	Start Delete
ashboard						
ser Management						
oom Management	Save time by schedu	ling your meetings directly	from your calendar.			
ccount Management	Microsoft C	Outlook Plugin	Chrome Extension			
idvanced	Add Zoom		Download			
ttend Live Training						
fideo Tutorials						
nowledge Base						

## 3.) Click on "Copy the Invitation."

			RIC	QUESTA DEMO 1.888.7	9.0125 RESOU	RCES - SUPPORT
ZOOM SOLUTIONS - PLANS	& PRICING CONTACT SALES		SCHEDULE A MEETING JO	XIN A MEETING HOS	A MEETING +	
PERSONAL	My Meetings > Manage "Conne	ct Group Name"				
Profile	Table	County County House			Start t	his Meeting
Meetings	торіс	Connect Group Name				
Webinars	Time	Mar 18, 2020 11:00 AM Eastern Time (US and Canada)				
Recordings		Add to 🛐 Google Calendar ) 🔯 Outlook Calendar (.ics) 🔞 Yahoo C	Calendar			
Settings						
ADMIN	Meeting ID	515-641-044				
Dashboard	Masting Demond	<ul> <li>Denvire meeting accounted</li> </ul>			1	
> User Management	meeting Password	× require meeting password				
> Room Management	Invite Attendees	Join URL: https://us04web.zoom.us/j/515641044		(	Copy the	invitation
Account Management	184					
Advanced	41060	Participant On				
	Audio	Telephone and Computer Audio				
		Dial from United States of America				
Attend Live Training	Meeting Options					
Knowledge Base		Enable join before host				
		× Mute participants upon entry to				
		× Enable waiting room				
		Only authenticated users can join				(7) Help
		× Record the meeting automatically				

## HOW TO INVITE OTHERS TO A ZOOM MEETING

4.) Copy the link and go to your email.

			REQUEST A DEMO 1.888.799.0125 RESOURCES - SUPPORT
ZOOM SOLUTIONS - PLA	NS & PRICING CONTACT SALES	SORDULEAMET	ING JOIN A MEETING HOST A MEETING +
PERSONAL	My Meetings > Manage "Connect Grou	p Name"	
Profile Meetings		Copy Meeting Invitation ×	Start this Meeting
Webinars Recordings	Time	Meeting Invitation	
Settings		Brent Stewart is incluing you to a scheduled Zoom meeting. Topic: Connect Group Name Time: Mar. 18, 2020 11:00 AM Eastern Time (US and Canada)	
ADMIN Dashboard		Join Zoom Meeting https://uD4web.zoom.us///515641044	
> User Management		Meeting ID: 515 641 044 One tap mobile	
Room Management     Account Management		* 13125269 79 5356410448 US (New York) * 13292699 5355410448 US (New York) Dial by your location	C Copy the invitation
> Advanced		+1 312 426 4799 US (Dikage) +1 929 205 45099 US (New York) +1 253 215 8782 US +1 301 715 8592 US	
Attend Live Training	Audio	1 3/4 3/4 7700 I K A.V.	
Video Tutorials Knowledge Base	Meeting Options	Copy Meeting Invitation Cancel	
		Mode participants spon work (2)     Enable waiting room	
		× Only authenticated users can join	
		× Record the meeting automatically	() Help

5.) Paste in the body of the email that you will be sending to your members of your connect group.and send.

