Accessing a Zoom Class Meeting
Using a Windows 10 Tablet and the Zoom Client

Most often, your teacher will provide you with a link that you can simply click to enter the meeting.

Meeting Link: https://zoom.us/j/1234567890?pwd=a2U5Sy8vSmVBSUZPV3c4YjJFUGdWQT09

If that clickable link does not work, or your teacher has sent you the Meeting ID and Password in an email then the process below will help you access your class Zoom meetings.
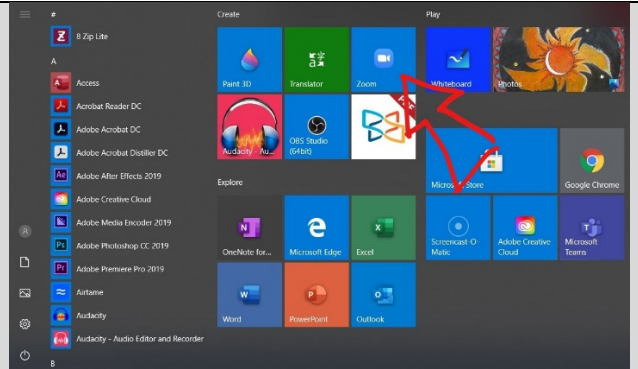
Meeting ID: 123 456 7890
Password: BCSD
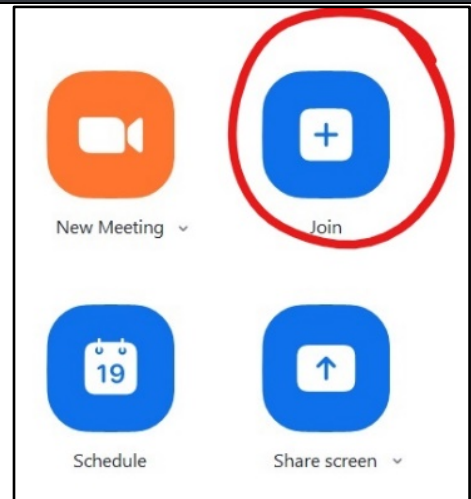
Step 1 Locate the Zoom App icon and click it once. On some devices the icon will appear in the taskbar at the bottom of the screen. On other devices, you may need to scroll through the Start Menu to locate the icon.	
Step 2 Click on the Join Meeting button. There is no need for students to either create a Zoom account or to sign in to Zoom to attend a meeting hosted by a teacher.	

Step 3

When the Join Meeting screen pops up the default name will be your device name. Tap on the device name and enter your own name for the meeting. First name, last initial will work well to let your teacher know it is you. Leave the two toggles for video and audio unclicked.

Step 4

Enter the 10-digit meeting ID provided by your teacher in the appropriate box and click on the Join button to enter the meeting.

Step 5

If you are prompted for a meeting password, enter that in the pop-up box and click continue. At this point you will be either admitted automatically to the meeting or you will be placed in a waiting room. Your teacher will let you in when the class meeting starts.

If this process does not work to enter the meeting, please contact your teacher directly for guidance.