**SIGNING IN TO SCH ZOOM FROM PERSONAL LAPTOP**

* *Open* **Zoom icon** *on bottom of laptop*
* *If you can’t find Zoom icon, go to* **Spotlight Search** *(magnifying glass at upper right corner of screen) and search* **Zoom.us**

Or

* *Go to web browser and type* [https://seattlechildrens.zoom.us](https://urldefense.proofpoint.com/v2/url?u=https-3A__seattlechildrens.zoom.us&d=DwMFaQ&c=aBkXpkKi7gN5fe5MqrMaN-VmRugaRb1IDRfSv2xVRy0&r=oP9RZ_hRRKW_Un11N-mm61QOfZnOirJ5OCPxH9cojE4FKc2kQg3hWFs1dnM2lTmQ&m=mb-5-hPyHrV5oGqPwZLZlf_wnSAd20vyLXGKuGkAdwk&s=9hClM1POwJTPDre_EK2u-CnlrSfQ3iRwHW4dRZF__4Y&e=)
* Sign in
  + Username: [first.last@seattlechildrens.org](mailto:samuel.zinner@seattlechildrens.org)
  + Password: Zoom-specific password
* *In pop-up box, select* **“New Meeting”**
* *A live video box featuring you will pop up*
* *Select* **“Join with Computer Audio”**
* *Select* **“Manage Participants”** *at bottom of screen*
* *Select the scheduled participant(s)*