# Testing your Connection, Audio or Webcam before a webinar

You can download the latest version of Zoom from the Download Center.

A Zoom account is not required if you are strictly joining Zoom Meetings as a participant. However, if the host has restricted joining meetings using authentication profiles, or you are required to register for a webinar, then the participant will need a Zoom account for access. To sign in, use your Zoom, Google, or Facebook account. If you don't have an account, you can Sign Up for one for free. If you have a Zoom account but cannot remember your password, click the *Forgot password?* or the *Forgot?* link.
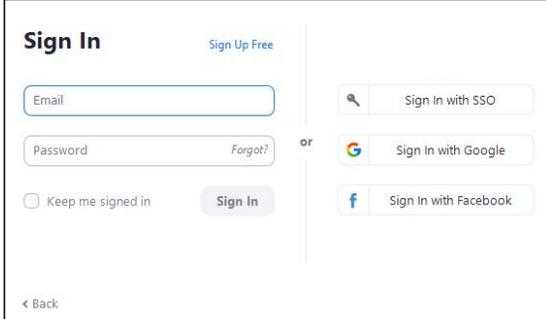
## Instructions for testing your connection

You can join a test Zoom meeting to familiarize yourself with the Zoom and test your microphone/speakers before joining a Zoom meeting. You can also test your video or audio while in a Zoom meeting.

1. Visit http://zoom.us/test.

2. Click the blue **Join** button to launch Zoom.

3. When prompted by your browser, click **Open Zoom Meetings**.

   **If you don't have Zoom installed on your computer, follow the prompts to download and install Zoom.**

4. The test meeting will display a pop-up window to test your speakers. If you don't hear the ringtone, use the drop-down menu or click **No** to switch speakers until you hear the ringtone. Click **Yes** to continue to the microphone test.
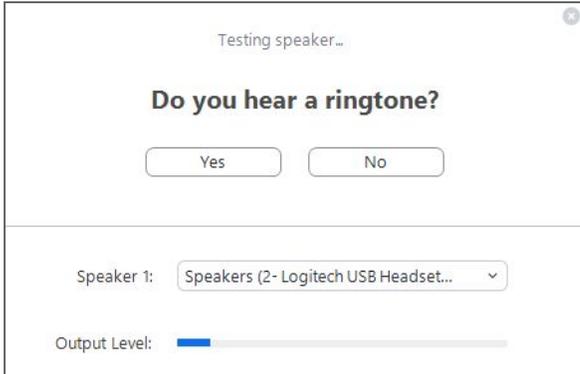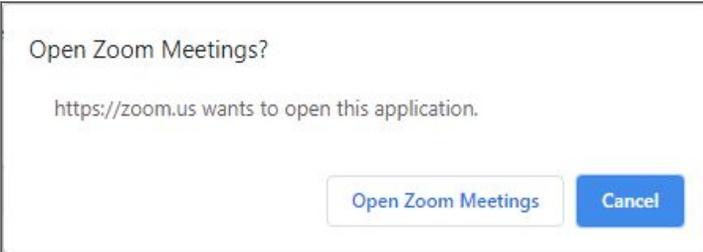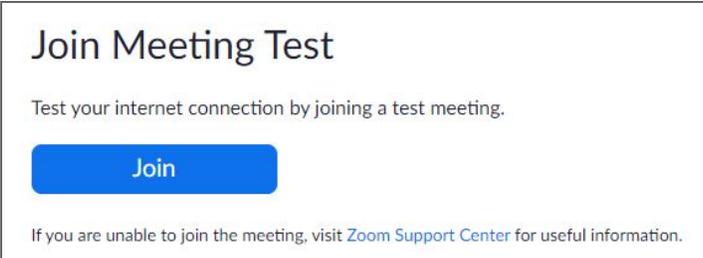
5.  If you don't hear an audio reply, use the drop-down menu or click **No** to switch microphones until you hear the replay. Click **Yes** when you hear the replay.
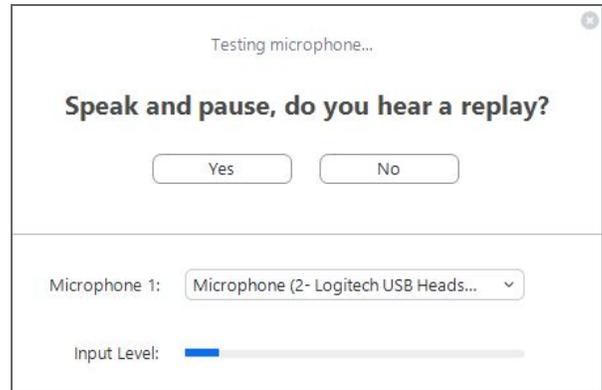
6.  Click **Join with Computer Audio**.

7.  Click **Join with Computer Audio** to join the test meeting with the selected microphone and speakers.
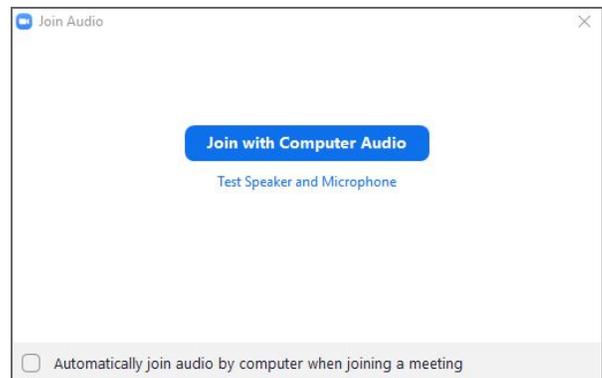
**You will join the test meeting as an attendee. Learn more about Attendee Controls in a Meeting below.**

## Recording of Meetings and Webinars

Meetings and Webinars may be automatically recorded. Tap **Continue** to consent to being recorded. Tap **Leave Meeting** to opt-out and exit the session.
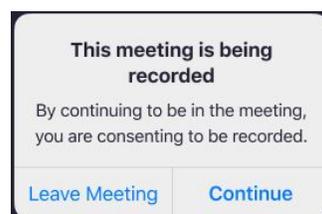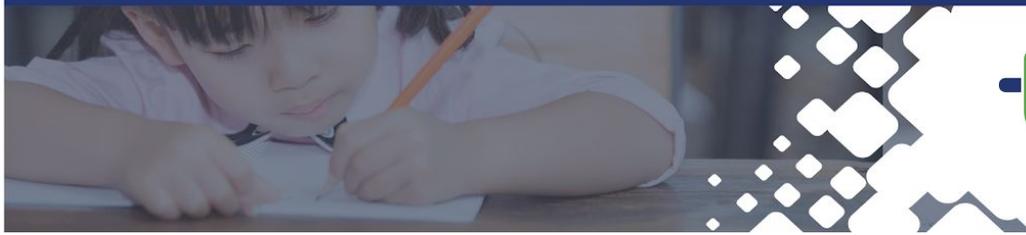
# Attendee Controls in a Meeting or Webinar

When you join a Zoom Meeting or Webinar you are considered an attendee. The user who scheduled the meeting will have host controls.

## Prerequisites

- Zoom desktop client for macOS, Windows, or Linux
- Zoom mobile app for iOS or Android

## Joining a webinar by invitation link

To join the webinar, click the link that the host provided you or that you received in the confirmation page after you registered. If the host sent a registration confirmation email, the link can also be found there.

## Manually joining a webinar

Locate the 9-digit meeting ID/webinar ID from your registration email. It may appear at the end of the phone dial-in information, or it will be in the join link, just after https://zoom.us/w/

1. Sign in to the Zoom Desktop Client or Mobile App.
2. Click or tap **Join a Meeting**.
3. Enter the 9-digit webinar ID, and click **Join** or tap **Join Meeting**.
4. If prompted, enter your name and email address, then click **Join Webinar** or tap **Join**.
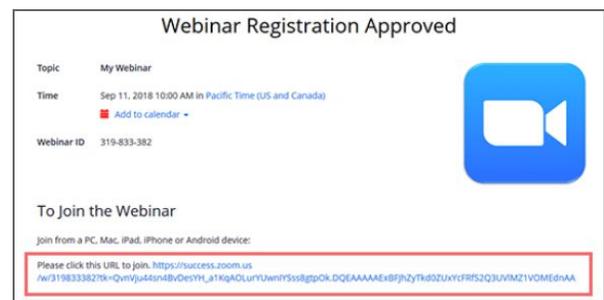
## Waiting for the host to start

If the host hasn't started broadcasting the webinar or is preparing using a practice session, you'll receive the following message:
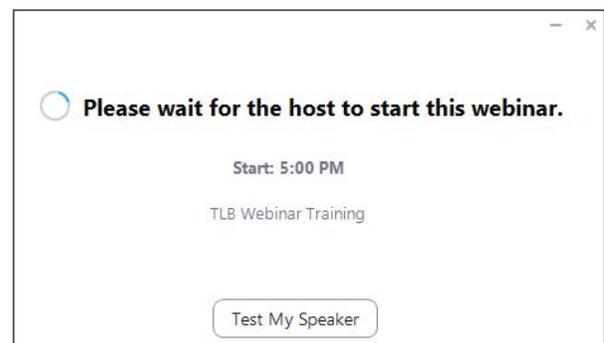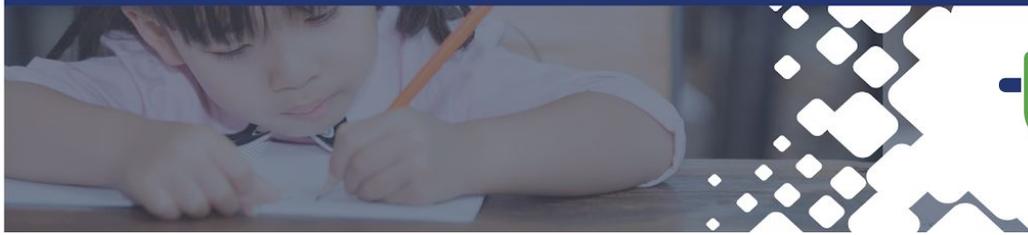
## Zoom Meeting Controls



## Zoom Webinar Controls



**Note: Some attendee controls won't be available if disabled by the host.**

# Attendee Control Settings

**Unmute/Mute:** If the host gives you permission, you can unmute and talk during the webinar. All participants will be able to hear you. If the host allows you to talk, you will receive a notification.
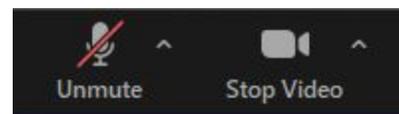


**Video/Stop Video:** If the host gives you permission, you can show or stop your video during the meeting/webinar. All participants will be able to see you.

*Note*: You can still access the audio and video settings by clicking on the **^** arrow next to the Unmute/Mute and Video/Stop Video buttons.



**Raise Hand:** Raise your hand in the webinar to indicate that you need something from the host. The host may instruct you on how they plan to use this. Many webinar hosts use this feature to know if an attendee has a question and would like to speak out loud.

**Chat:** Allows you to send chat messages to the host, panelists, and attendees (if permitted).

*Note*: The host will be able to see all correspondence.
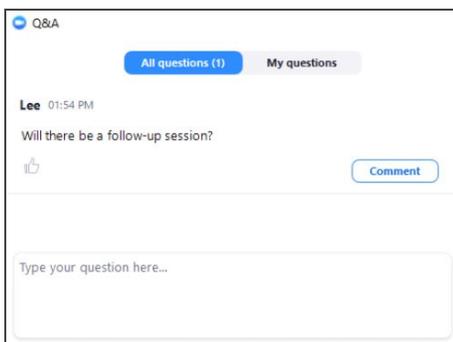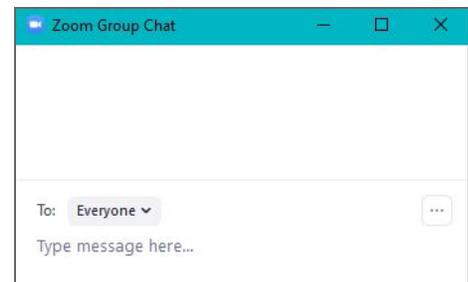




**Question & Answer:** Open the Q&A window, allowing you to ask questions to the host and panelists. They can either reply back to you via text in the Q&A window or answer your question live.