



# Parent guide

## YAC meetings on zoom



### How will I get the meeting invite and joining details?

Your YAC leader will send you an email containing the link to the meeting as well as a meeting ID and a passcode.

### How do I join the meeting?

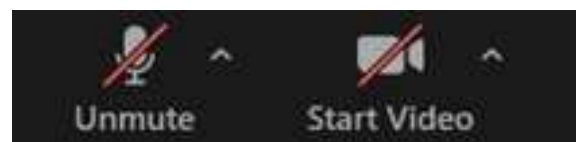
Click on the link, and allow Zoom to **launch the meeting**. If you are using Zoom for the first time, the website will ask you to download the Zoom Client first. Sometimes Zoom will ask you to submit the Meeting ID and a passcode. These should have been part of the email invite that also contained the link. Before your microphone and speakers are connected to the meeting, Zoom will ask you to **join with computer audio**. Please confirm this, as you otherwise won't be able to hear the other participants or speak in the meeting.

### Do I need to create an account?

No, you don't need to create an account to participate in a Zoom meeting.

### How do I control the microphone and the camera?

Once you have joined the meeting, the call controls are at the bottom of your screen. You can unmute your microphone by clicking on the **microphone icon** on the left, and open your webcam by clicking on **Start Video** right next to it.



### How do I leave the meeting?

The red **End** button takes you out of the meeting.

