



Notes on the pending meeting including how to join.

## General

You do not need a Zoom account, and even if you have a Zoom account you do not need to log into Zoom to join this meeting, you only need the meeting ID and the meeting password which are below.

You can join by any one of the following methods:

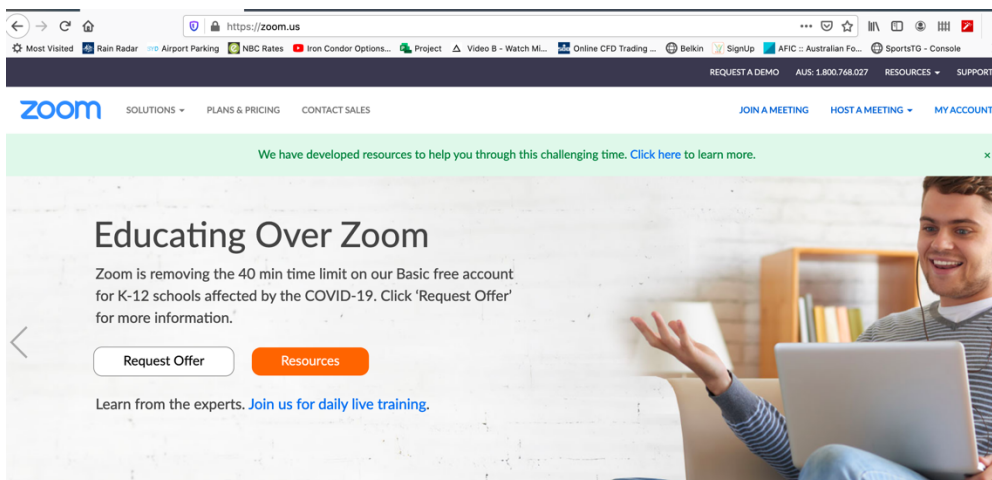
- Using a browser (Internet Explorer or MS Edge, Firefox, Chrome, Safari, Opera etc)
- Using the Zoom app on any iOS (Apple iPhone, iPad) or Android (Samsung, LG, Google etc) device with a suitably current operating system (some older versions of iOS or Android may not be compatible with the Zoom app)
- Using any touch-tone phone to dial in, however any content displayed to the online meeting will not be visible to phone users.

For the presentation part of the meeting all participants except the nominated committee speaker will be muted. Questions will be invited in writing using the Zoom chat facility, or can be asked once the meeting is un-muted, after the presentation is complete.

Use of a camera is entirely optional but is encouraged to make the meeting more personable. Cameras cannot be used when dialing in by phone.

## Using a browser:

Navigate to Zoom.US (<https://zoom.us>)



Choose “Join a Meeting” (generally it will toward the top right of screen).

Enter the meeting code (provided) and password (provided). You will then join the meeting.



### **Using an App**

Ahead of the meeting you will need to have downloaded and installed the App on your device of choice.

Open the App and choose "Join a Meeting".

Enter the meeting code (provided) and password (provided). You will join the meeting.

In both the above cases you can choose to enable your camera or not. You may be prompted by your browser, or your app, to allow access to your camera and microphone, it is your choice whether to allow this or not, however the richest meeting experience will be with everything "on".

### **Using a Phone**

Dial 02 8015 6011 (it is a Sydney number, you will need to dial 02 if you are elsewhere in Australia).

When prompted, enter the Meeting ID: (provided)

When prompted, enter the Meeting Password: (provided)

You will join the meeting as an audio-only participant. You will be able to hear all that is said, and when the meeting is open for questions you will be able to participate verbally, however you will not see any content shared by screen with the meeting.