

How to join a Zoom meeting by phone

Jessica Dalton, Learning and Development Officer (London Region)

You will receive instructions for joining the meeting from the person organising. They might come via email (on the left) or handwritten (on the right) if you don't use a computer. Either is fine! Remember the numbers and codes in this guide are just EXAMPLES, you will need the ones given to you by your meeting organiser.

To

Cc

Add a subject

Learning Network is inviting you to a scheduled Zoom meeting.

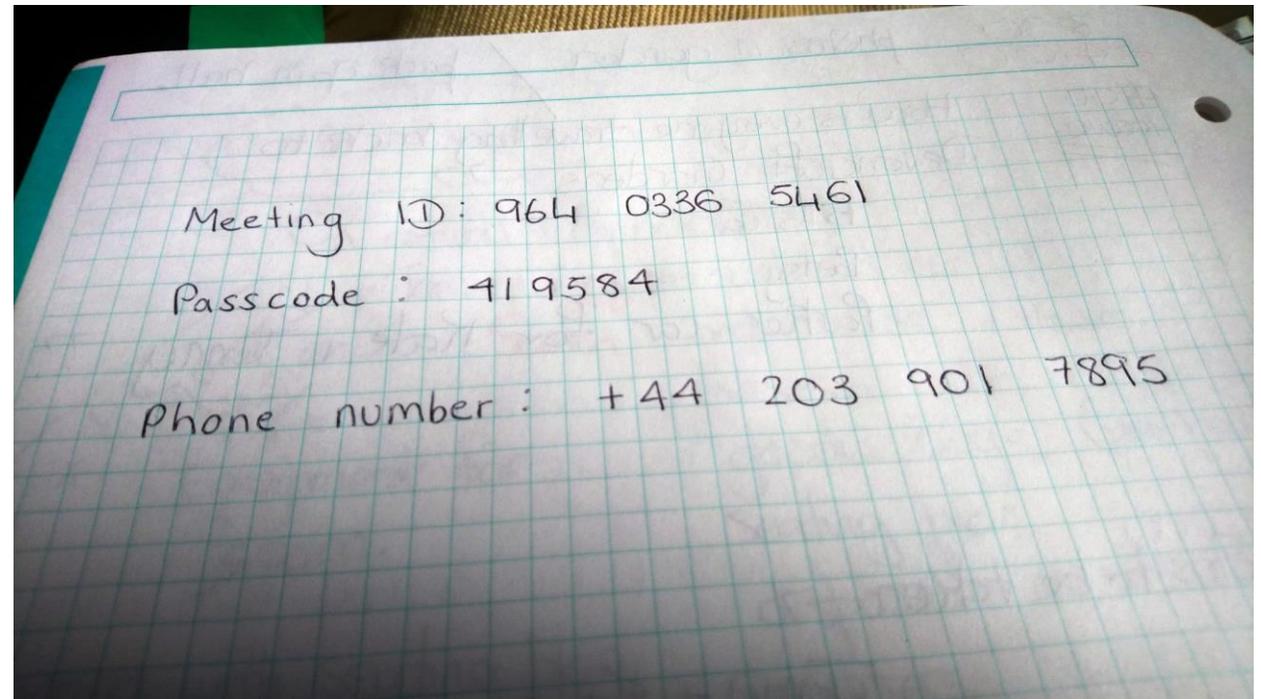
Topic: Learning Network's Zoom Meeting
Time: Oct 20, 2020 01:00 PM London

Join Zoom Meeting
<https://zoom.us/j/96403365461?pwd=L2VvVURlaTFZbjJaWGJRR3p5a3M0yQT09>

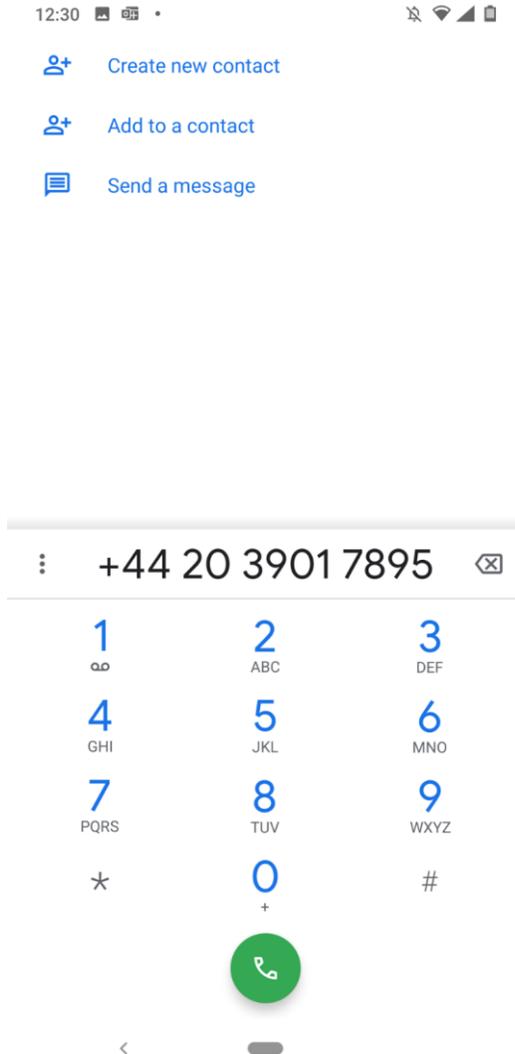
Meeting ID: 964 0336 5461
Passcode: 419584
One tap mobile
+442039017895,,96403365461#,,,,,0#,,419584# United Kingdom
+442080806591,,96403365461#,,,,,0#,,419584# United Kingdom

Dial by your location
+44 203 901 7895 United Kingdom
+44 208 080 6591 United Kingdom
+44 208 080 6592 United Kingdom
+44 330 088 5830 United Kingdom
+44 131 460 1196 United Kingdom
+44 203 481 5237 United Kingdom
+44 203 481 5240 United Kingdom

Meeting ID: 964 0336 5461
Passcode: 419584
Find your local number: <https://zoom.us/u/acJFgQB28K>



Dial any one of the numbers shown on your info as you would usually use your phone (remember these numbers are just examples).



Learning Network is inviting you to a scheduled Zoom meeting.

Topic: Learning Network's Zoom Meeting
Time: Oct 20, 2020 01:00 PM London

Join Zoom Meeting

<https://zoom.us/j/96403365461?pwd=L2VvVURlaTFZbjJaWGJRR3p5a3MyQT09>

Meeting ID: 964 0336 5461

Passcode: 419584

One tap mobile

+442039017895,,96403365461#,,,,,0#,,419584# United Kingdom

+442080806591,,96403365461#,,,,,0#,,419584# United Kingdom

Dial by your location

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

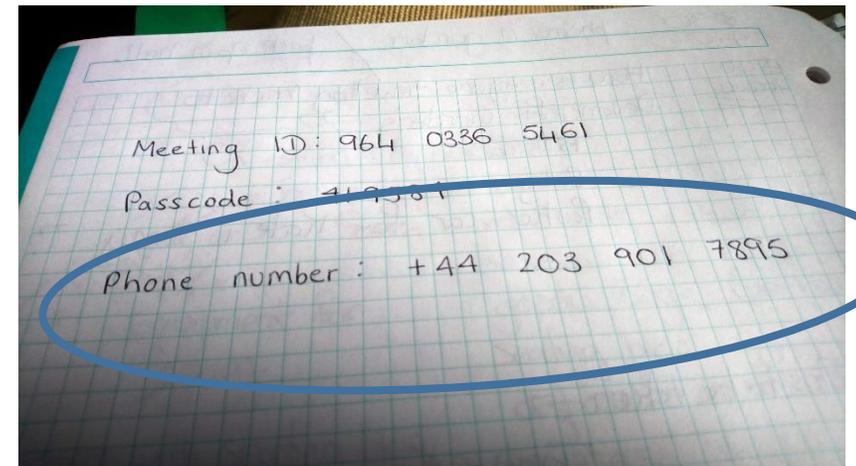
+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

Meeting ID: 964 0336 5461

Passcode: 419584

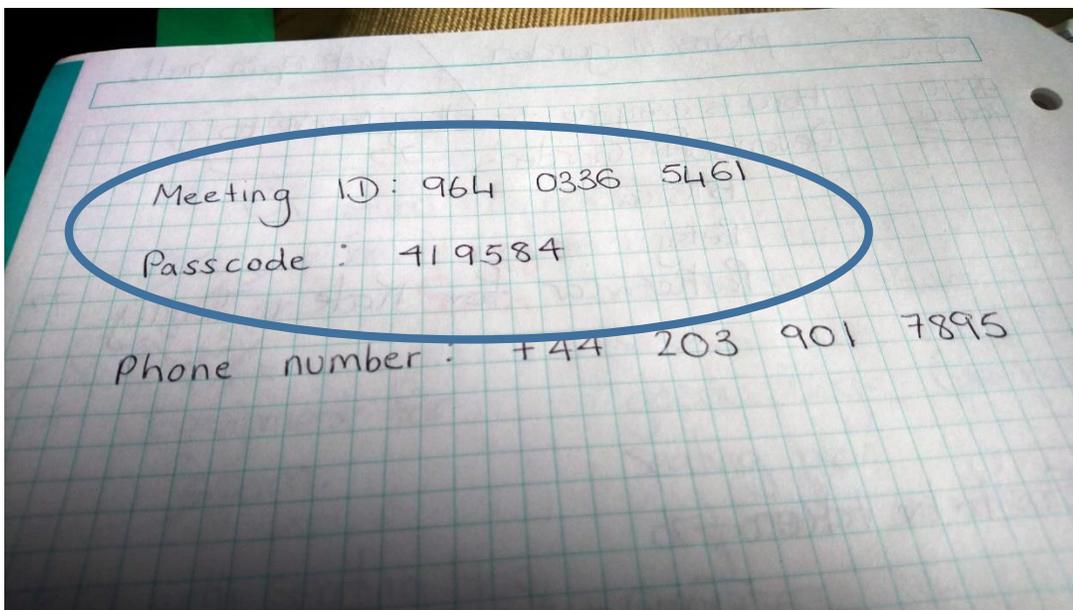
Find your local number: <https://zoom.us/u/acJFgQB28K>



An automated voice will prompt you to enter your meeting ID followed by #. Use your phone key pad to do this. Don't worry about the spaces.

They will then ask for a participant ID. If you have been given one by the person organising the meeting enter this followed by # . If you do not have one, simply press #.

Finally they will ask you for the meeting passcode followed by #. Use your phone key pad to enter this.



Learning Network is inviting you to a scheduled Zoom meeting.

Topic: Learning Network's Zoom Meeting

Time: Oct 20, 2020 01:00 PM London

Join Zoom Meeting

<https://zoom.us/j/96403365461?pwd=L2VvVURlaTFZbjJaWGJRR3p5a3MyQT09>

Meeting ID: 964 0336 5461

Passcode: 419584

One tap mobile

+442039017895,,96403365461#,,,,,0#,,419584# United Kingdom

+442080806591,,96403365461#,,,,,0#,,419584# United Kingdom

Dial by your location

+44 203 901 7895 United Kingdom

+44 208 080 6591 United Kingdom

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

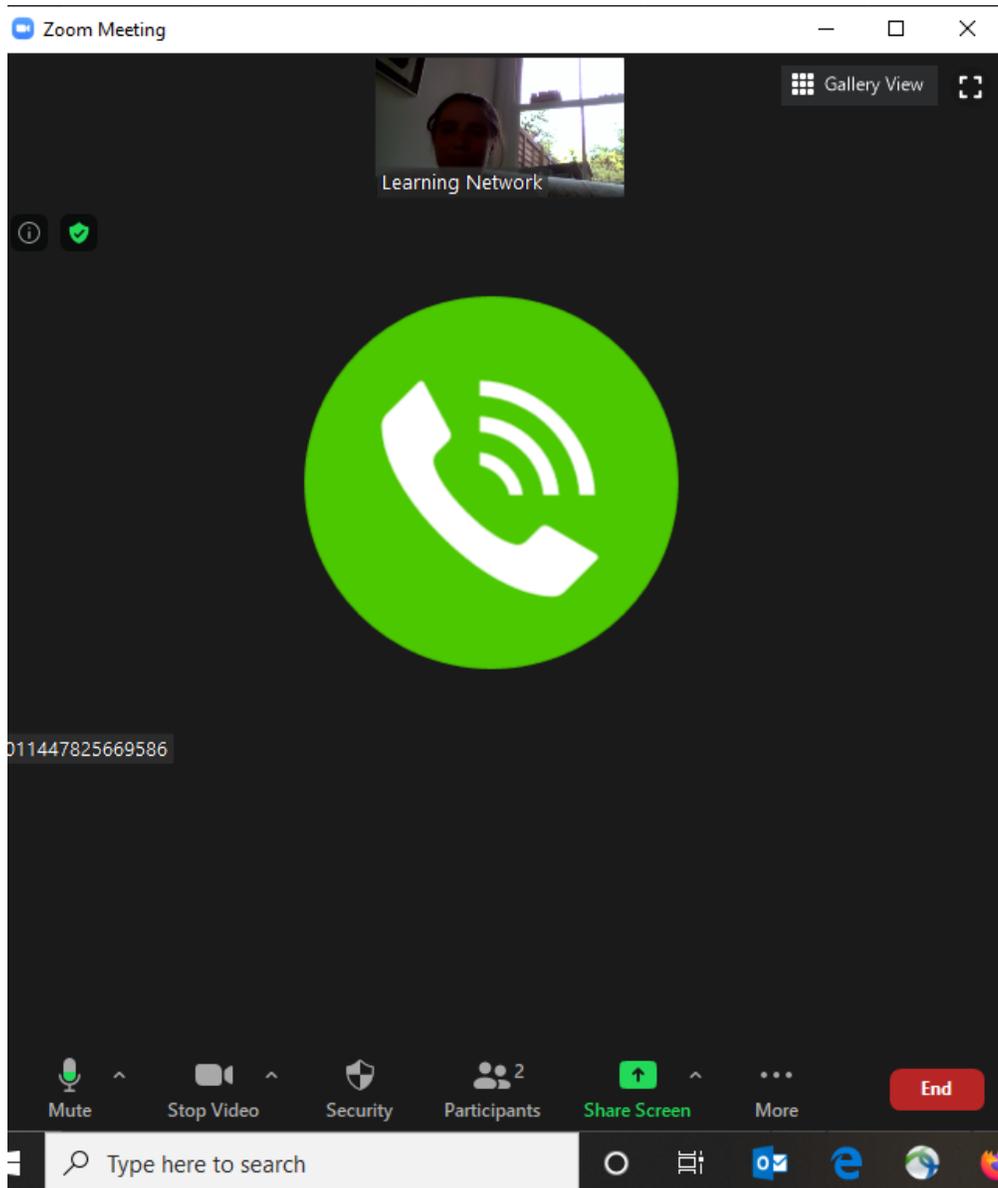
+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

Meeting ID: 964 0336 5461

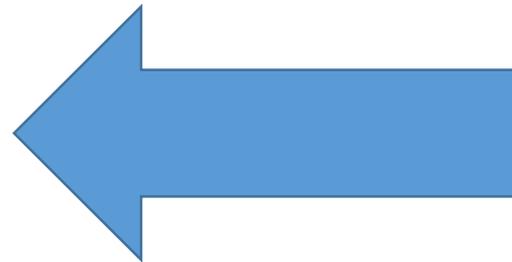
Passcode: 419584

Find your local number: <https://zoom.us/u/acJFgQB28K>



You will now have entered the Zoom meeting! Use your phone as you would during a normal phone call. You should now be able to hear everything that is going on in the meeting and speak when you wish.

This is how you'll appear to those using a computer, they will know you're there even though you can't see them!



Additional controls:

The host is able to “mute you” whilst the meeting is in progress. If they do this an automated voice will tell you they have done so. This means you can’t be heard.

You can unmute yourself by pressing *6. An automated voice will tell you “you are unmuted”. You will now be heard by other participants.

You can mute yourself by pressing *6 again. An automated voice will tell you “you are muted”.

If you would like the host to know you would like to speak or contribute you can press *9. This will let them know you have something to share and they will be able to call on you. An automated voice will confirm they have been told. For those hosting the meeting ONLY: this will appear as the “raised hand” sign.

Schedule meeting

Schedule Meeting

Topic
Learning Network's Zoom Meeting

Start: Tue October 20, 2020 12:00

Duration: 1 hour 0 minute

Recurring meeting Time Zone: London

Meeting ID
 Generate Automatically Personal Meeting ID [REDACTED]

Password
 Require meeting password 419584

Video
Host: On Off Participants: On Off

Audio
 Telephone Computer Audio Telephone and Computer Audio

Dial in from United Kingdom [Edit](#)

Calendar
 Outlook Google Calendar Other Calendars

Advanced Options



For those scheduling the meeting ONLY. Make sure this box is ticked to enable people to use their phones to call in.