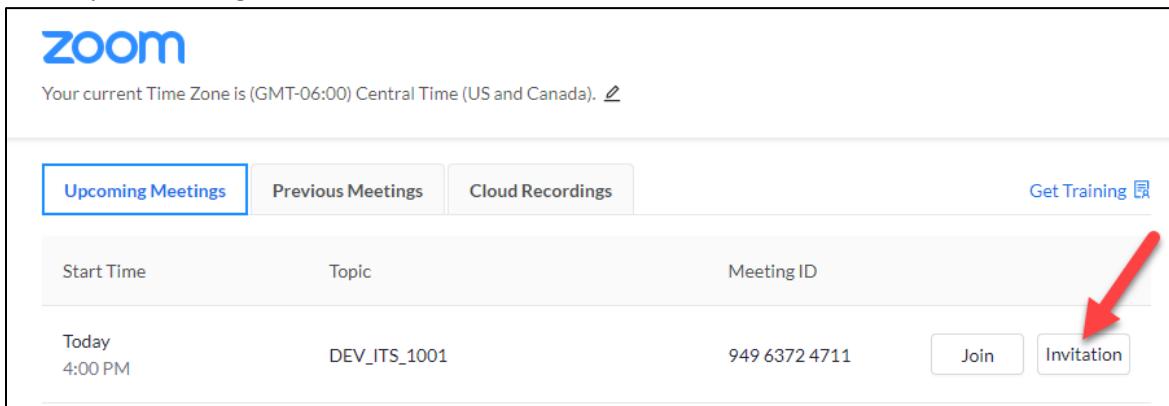


## WHAT IS THE PASSWORD TO MY ZOOM MEETING?

To join a meeting as a participant, you may be prompted for a meeting ID and password before you join. Below is how to locate the information via [WTClass](#) or through the [Zoom Meeting Invitation](#). You can also contact the host of the meeting for this information.

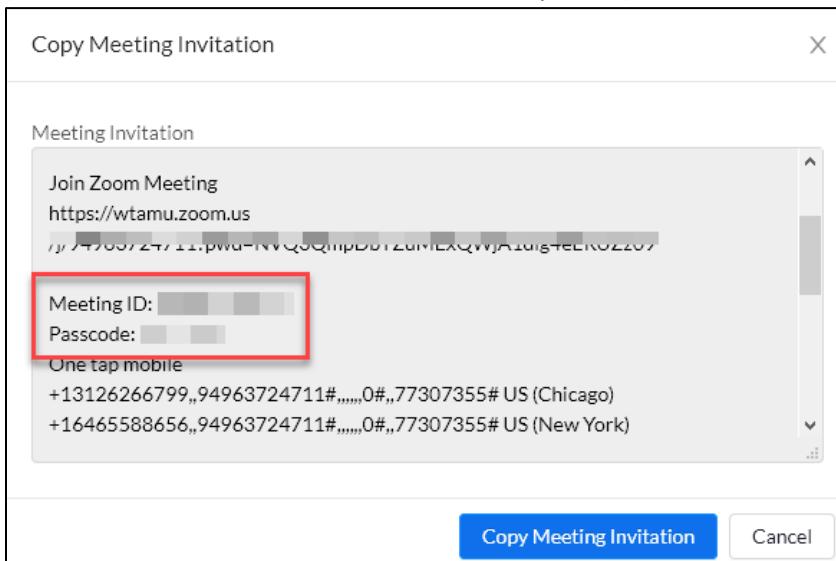
### WTCLASS:

- 1) Enter your course in WTClass, and access the Zoom link (check you course menu or content area for a Zoom link or click on Tools from the course menu and select Zoom)
- 2) Locate your meeting and click on the Invitation button beside it.



The screenshot shows the Zoom interface within a WTClass course. At the top, it says 'Your current Time Zone is (GMT-06:00) Central Time (US and Canada)'. Below that are three tabs: 'Upcoming Meetings' (which is selected and highlighted in blue), 'Previous Meetings', and 'Cloud Recordings'. On the right, there's a 'Get Training' button. The main area shows a table with three columns: 'Start Time', 'Topic', and 'Meeting ID'. The first row shows 'Today 4:00 PM' under 'Start Time', 'DEV\_ITS\_1001' under 'Topic', and '949 6372 4711' under 'Meeting ID'. To the right of the 'Meeting ID' column are two buttons: 'Join' and 'Invitation'. A red arrow points to the 'Invitation' button.

- 3) Scroll down below the meeting link and locate the Meeting ID (7 digit number) & Passcode (contains a mix of case sensitive letters and symbols).



The screenshot shows a 'Copy Meeting Invitation' dialog box. At the top, it says 'Copy Meeting Invitation' and has a close 'X' button. Below that is a section titled 'Meeting Invitation' containing a 'Join Zoom Meeting' link and a long passcode. Underneath is a table with 'Meeting ID' and 'Passcode' fields, both of which are highlighted with a red box. At the bottom, it says 'One tap mobile' with two phone numbers, and 'Copy Meeting Invitation' and 'Cancel' buttons.

- 4) Enter this info exactly as is appears to join your meeting if prompted.

## ZOOM MEETING INVITATION

- 1) Access your Zoom meeting invitation (look for this information to be posted in your course or check your WT email, course messages, and/or Outlook calendar)
- 2) Below the meeting link, locate the Meeting ID (7 digit number) & Passcode (contains a mix of case sensitive letters and symbols).

Yvonne Stephenson is inviting you to a scheduled Zoom meeting.

Topic: DEV\_ITS\_1001  
Time: Dec 11, 2020 04:00 PM Central Time (US and Canada)

Join Zoom Meeting  
<https://wtamu.zoom.us/j/94963724711?pwd=NVQ3QmpDbT2uMExQWJA1d1g4cERUZ203>

Meeting ID: 949 6372 4711  
Passcode: 77307355

One tap mobile  
+13126266799,,[94963724711#,,,,,0#,,77307355#](https://wtamu.zoom.us/j/94963724711#,,,,,0#,,77307355#) US (Chicago)  
+16465588656,,[94963724711#,,,,,0#,,77307355#](https://wtamu.zoom.us/j/94963724711#,,,,,0#,,77307355#) US (New York)

Dial by your location  
+1 312 626 6799 US (Chicago)  
+1 646 558 8656 US (New York)  
+1 301 715 8592 US (Washington D.C)  
+1 346 248 7799 US (Houston)  
+1 669 900 9128 US (San Jose)  
+1 253 215 8782 US (Tacoma)

Meeting ID: 949 6372 4711  
Passcode: 77307355  
Find your local number: <https://wtamu.zoom.us/u/apcBoIYrX>

- 3) Enter this info exactly as is appears to join your meeting if prompted.