Using Zoom

For The Police Credit Union's virtual Annual General Meeting

Participant Guide



Registering for Zoom step by step

1. The first step is to register via the email that will be sent to you after June 10th.

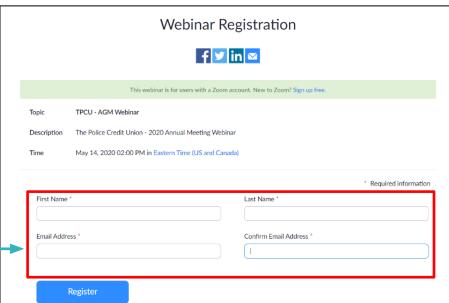


Click Here to Register

2. A webinar registration form will appear once you click the link.

Please enter in the information required.

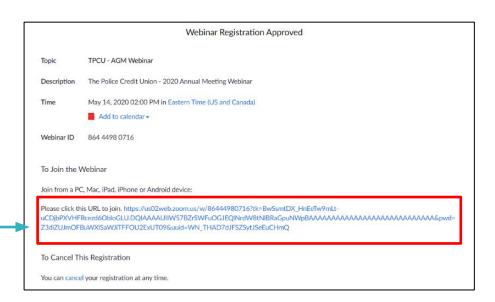
Fill out your first and last name as well as your email address here



3. Your webinar registration will be approved, and a link will be provided to join the webinar.

This link can be saved and used to join the webinar on June 22nd.

Click this link to join the webinar on June 22nd.



Your registration is complete!

4. You will also receive an email confirmation with the meeting details. Remember to keep it handy or copy it into your calendar, you can use this confirmation to join our meeting June 22nd.

Click this link to join the webinar the day of.



Instructions on the next page on joining the meeting the day of...

Time to join the meeting

You can join the meeting up to 15 minutes prior to the start at 4:00 p.m. on June 22nd, 2020 and you will be placed into a waiting room. A slide show will run until the meeting begins so you will know you are in the right place.

What you'll need:

Click the link from your

A strong wifi connection and a desktop computer or laptop will give you the best experience. If using a tablet or smart phone, you may be required to download the Zoom app. The instructions below are for use of a desktop computer or laptop.

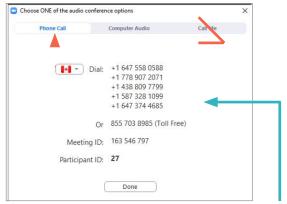
Here's how to join:

confirmation email to join. It will take you to the screen to the right.

Depending on your browser and security settings, this may function differently. It may begin when you click 'Open Zoom' or you may need to 'download & run Zoom'. Follow the prompts.

3. When Zoom opens/runs you will need to select how you would like to hear the meeting. Either through the speakers on your computer or through your phone which is often clearer. Do not select 'Call Me' as we do not have that capability.





Please click Open Zoom Meetings if you see the system dialog.

If nothing prompts from browser, click here to launch the meeting, or download & run Zoom.

n Video Communication Privacy & Legal Policies ✓ SmartSheet

Support English -

O Help

Call any number listed and Enter the information from your meeting when prompted, followed by #. The Meeting ID will be unique to our AGM meeting.

Now you're in the meeting

It is important to note <u>we will not be taking questions during the meeting.</u> Questions can be directed to <u>AGMquestions@tpcu.on.ca</u> and the responses will be posted on our website tpcu.on.ca.

That's it!

Looking forward to 'seeing' you there.

NOTE: Unfortunately, we are unable to provide technical support during the meeting. Please ensure you are familiar with Zoom prior to the meeting.