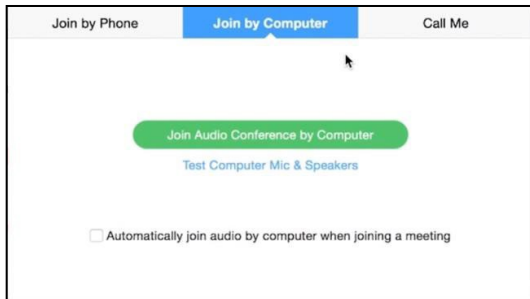


# CarmenZoom Instructions for Applicant

1. Select **meeting link**.
2. First-time “Zoomers”, download and run Zoom: You may need to download and open **zoomusLauncher.zip** This installs the launcher.
3. If leader has not started meeting, you will see a popup note. Please wait.
4. If leader has started meeting, you will see a popup asking you to:  
**Join by Computer audio** and select **green** button – or Join by Phone audio.



5. Main controls to use, left to right:  
**Mute** – toggle to mute/unmute computer audio so you can talk  
**Start Video** – toggle to show your face  
**Share Screen** – select to prepare to share\*  
**Chat** – select to type and send messages  
NOTE: Green icons = you are sharing something!



To share your screen from the popup:

1. Select a **screen image**.
2. Select **checkbox** to share sound of your computer (optional)
3. Select **Share Screen**.

