# How to Join a ZOOM Meeting By Telephone

ZOOM meetings can be accessed from any regular Telephone.

### 1. Find the "Meeting ID" Number

Each Meeting has its own Meeting ID Number. The number will be 9-digits long. Meeting ID: 957 3264 4314 Passcode: 714911

### 3. Call one of the Local Dial-In Numbers

Each telephone number dials to the same place. These are toll-free numbers and there are NOT long-distance charges. If you get a busy signal, try calling the next phone number instead.

+1 204 272 7920 Canada +1 438 809 7799 Canada +1 587 328 1099 Canada +1 647 374 4685 Canada +1 647 558 0588 Canada +1 778 907 2071 Canada 855 703 8985 Canada Toll-free

#### 4. Enter the 9-Digit Meeting ID Number

You'll hear: "Welcome to ZOOM. Enter your Meeting ID, followed by pound" Using your telephone keypad, enter the 9-Digit Meeting ID Then press the **#** 

## 5. MUTE your phone when not Sharing

Once connected, Press the MUTE button on your telephone keypad. Muting your phone, is the same as not talking during a meeting. It cuts down on interference and background noise.

To talk, UNMUTE your phone, by pressing the MUTE button again.