

Zoom Meeting Instructions for Participants

Michigan law requires that boards of education meet once a month to conduct business. Due to coronavirus shelter-in-place orders, the Whitmore Lake Board of Education will need to meet virtually starting in April 2020 and continuing until the shelter-in-place orders are lifted or relaxed.

Zoom is a free video conferencing service that we will be using to run virtual board meetings. It will allow anyone who's interested to observe the meeting in progress and participate at the appropriate times, just as with a physical board meeting. We recommend that community members who are not familiar with Zoom take time prior to the meeting to learn about it and have compiled these resources to facilitate that.

JOIN ZOOM

- Computer: Go to zoom.us on any desktop or laptop >> Click the *Sign Up, It's Free* button
- Mobile: Download the Zoom app from [Apple](#) or [Google Play](#) >> Click the *Sign Up* button

HELPFUL GUIDES

- [HOW TO JOIN A MEETING](#) - Video Tutorial and written instructions for joining a meeting via web-enabled device, such as a computer or tablet, or using a phone
- [ZOOM PHONE](#) - Video tutorial and written instructions specifically for using a phone
- [COMPUTER SYSTEM REQUIREMENTS FOR ZOOM](#) - Windows and Mac requirements
- [MOBILE DEVICE SYSTEM REQUIREMENTS FOR ZOOM](#) - iOS and Android requirements
- [SOUND/VIDEO CHECK](#) - Testing your device's audio and video when you join a meeting
- [DO A FREE TRAINING](#) - Sample meeting participations (daily opportunities)