

***Bodie Technology, Inc***  
***Work Smarter – Work Faster™***



# **Tips for Using *Zoom* in Bodie Tech Training Sessions and/or Meetings**

# Overview

- Bodie Tech training sessions and meetings utilize *Zoom* web conferencing.
- There are 3 ways you can join a Bodie Tech *Zoom* session
  1. **Your Web Browser (recommended)**
    - Allows joining a Zoom session without downloading any plugins or software.
    - Supported browsers: **Chrome, Safari.**
      - Firefox and MS Edge not recommended as Zoom Polling will not be visible.
  2. **Zoom Desktop Client**
    - Full functionality & best experience. However, it requires you to initially download and install the *Desktop Client* from *Zoom*.
    - If downloading/installing is a concern, use the **Web Browser** approach above.
  3. **Zoom Mobile App**
    - Intended for users attending with mobile phone or tablets/iPads. You must initially download and install an app.
    - NOT recommended: screen size is too small to see presented content.
- For technical difficulties connecting or during the session:
  - Speak up in the session or send a chat to the session Host.
  - Call or text the instructor at 1-610-368-3638.

## Step 1: The Email Invite

- You will receive an email invite like shown here.
  - The invite, link and meeting info shown to the right is NOT the real invite – just an example.
- Just click on the “Join Zoom Meeting” link in your email.
  - This avoids the need for you typing the Meeting ID and Passcode.
  - Clicking the link will then open a page in your Web browser.

### Exemplar Invite

Ted Diehl is inviting you to a scheduled Zoom meeting.

Topic: Analyzing Noisy Data... Training Session #1  
 Time: Feb 9, 2021 09:00 AM Eastern Time (US and Canada)

Join Zoom Meeting  
<https://zoom.us/j/92580247443?pwd=K0tFYWIBRINWTStoeXgxeGZCZm5PQT09>

Meeting ID: 925 8024 7443  
 Passcode: 500549  
 One tap mobile  
 +13017158592,,92580247443#,,,,\*500549# US (Washington DC)  
 +13126266799,,92580247443#,,,,\*500549# US (Chicago)

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

Meeting ID: 925 8024 7443  
 Passcode: 500549  
 Find your local number: <https://zoom.us/u/awTUmwij6>

**Link to join the Zoom meeting**

**Additional meeting info.**

**If you have troubles and/or cannot connect, call or text the meeting leader Ted Diehl at 610-368-3638**

## Step 2: Getting into the Meeting

After clicking on invite email link, a page similar to that shown below will load into your web browser.

- To attend by **Web Browser (recommended)**, just click the **bottom link** shown in the picture below.
- To attend by **Desktop Client**
  - If the Desktop Client is not yet installed on your computer, use the *Download Now* link that will appear in your browser. Then run the downloaded executable to install Zoom.
  - Once the Desktop Client is installed, click the **Launch Meeting** button.

The screenshot shows the Zoom meeting join interface. At the top left is the Zoom logo, and at the top right are links for 'Support' and 'English'. The main heading says 'Click **Open Zoom Meetings** on the dialog shown by your browser'. Below that, it says 'If you don't see a dialog, click **Launch Meeting** below'. There are three main options: a blue 'Launch Meeting' button, a 'Download Now' link, and a 'Join from Your Browser' link. Annotations with yellow arrows point to these options: 'Attend via either: - Desktop Client OR - Web Browser' points to the 'Launch Meeting' button and the 'Join from Your Browser' link; 'This button only works AFTER you installed Desktop Client' points to the 'Launch Meeting' button; 'Link to Initially install Desktop Client' points to the 'Download Now' link; and 'Use this link for Web Browser (no downloads or installs required)' points to the 'Join from Your Browser' link. At the bottom, there is a copyright notice: 'Copyright ©2021 Zoom Video Communications, Inc. All rights reserved.'

## Step 3: Initial Landing Page and Waiting Room

- The initial landing page is shown below:
  - Please enter your name. This will be used to admit you into the session.
- After you hit the Join (or Join Meeting) button, you will be placed into the meeting's Waiting Room.
  - The meeting Host will then admit you into the session. Please be patient, it may take a minute or two before you are admitted.

### Joining via Web Browser

The screenshot shows the Zoom website's 'Join a Meeting' page. At the top, there is a navigation bar with the Zoom logo and links for SOLUTIONS, PLANS & PRICING, CONTACT SALES, JOIN A MEETING, HOST A MEETING, SIGN IN, and SIGN UP, IT'S FREE. The main heading is 'Join a Meeting'. Below this, there is a form with three numbered steps:

- 1** Your Name: Janet Smith. A red note next to the input field reads: 'To be admitted into the meeting, the host must recognize your name.'
- 2** I'm not a robot: A checkbox is present, followed by a reCAPTCHA logo and links for Privacy and Terms.
- 3** Join: A large blue button labeled 'Join'.

At the bottom, a small note states: 'Zoom is protected by reCAPTCHA and the Privacy Policy and Terms of Service apply.'

### Joining via Desktop Client

The screenshot shows the Zoom desktop client's 'Enter your name' dialog box. It has a title bar with the Zoom logo and a close button. The main heading is 'Enter your name'. Below this, there is a form with two numbered steps:

- 1** Your Name: Janet Smith. A red note next to the input field reads: 'To be admitted into the meeting, the host must recognize your name.'
- 2** Remember my name for future meetings: A checked checkbox.

At the bottom, there are two buttons: a blue 'Join Meeting' button and a white 'Cancel' button.

## Step 4: Inside the Zoom Meeting (Web Browser Approach)

- Chrome browser demonstrated. View options near top and top right corner.
- Meeting controls for Audio, Video, Participants, Chat, ... along the bottom.

Understanding Shock Spectr... x +

zoom.us/jc/9264...

Apps New Tab

Other bookmarks

View

Ted Diehl

You are viewing Ted Diehl's screen

View Options

Preamble 6

### Bodie Technology, Inc.

We specialize in solving complex problems in nonlinear mechanics by employing a proven mix of computational and testing knowledge in novel ways.

Analytical  
Creativity + Pragmatism  
Numerical Experimental

• **Kornucopia® ML™ Software**

• **Customized Training**

• **Expert Consulting**

[www.BodieTech.com](http://www.BodieTech.com)  
[info@BodieTech.com](mailto:info@BodieTech.com)

**Faster data analysis with greater understanding™**

*"Bodie Technology provides engineers with excellent software, training, and consulting resources to help analyze complex nonlinear mechanics problems, especially those involving problematic or noisy datasets."*

Steve Levine, Chief Strategy Officer, SIMULIA

Partnerships

MathWorks  
Connections Program

SIMULIA

www.BodieTech.com

Copyright © 2004 - 2021 Bodie Technology, Inc.

Mute Stop Video

Participants Share Screen Chat Reactions Settings More

Leave

Type here to search

Desktop 82°F

ENG 7/27/2021



## Step 4: Inside the Zoom Meeting (Desktop Client)

- Upper right to expand to full screen.
- Meeting controls for Audio, Video, Participants, Chat, ... along the bottom.

View layouts

You are viewing Ted Diehl's screen View Options

**Bodie Technology, Inc.**

Specializes in solving complex problems in nonlinear mechanics by employing a proven mix of computational and testing knowledge in novel ways.

**Kornucopia® ML™**  
For use with MATLAB®

**Customized Training**

**Expert Consulting**

*"Bodie Technology provides engineers with excellent software, training, and consulting resources to help analyze complex nonlinear mechanics problems, especially those involving problematic or noisy datasets."*  
Steve Levine, Chief Strategy Officer, SIMULIA

**Partnerships**

MathWorks®  
Connections Program

SIMULIA

[www.BodieTech.com](http://www.BodieTech.com)  
[info@BodieTech.com](mailto:info@BodieTech.com)

Copyright © 2004 - 2020 Bodie Technology, Inc. [www.BodieTech.com](http://www.BodieTech.com)

Mute Stop Video Participants 3 Chat Share Screen Record Reactions Leave

View

Drag Left/Right to control panel width

Ted Diehl

