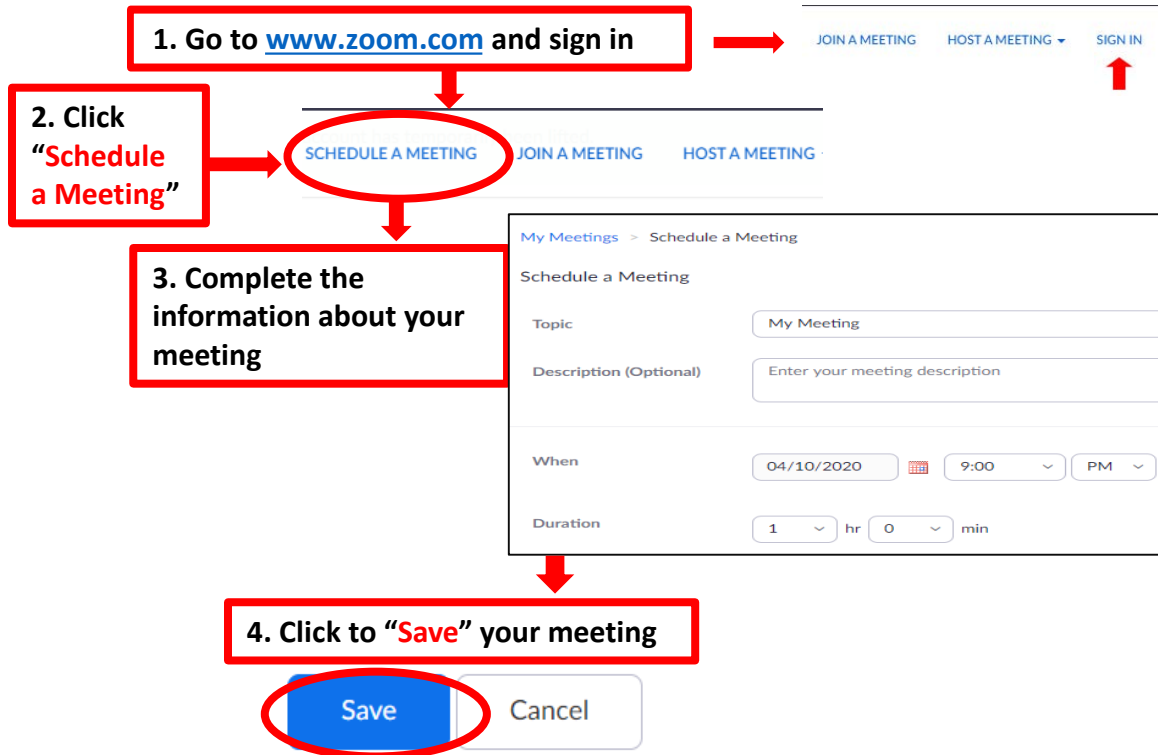
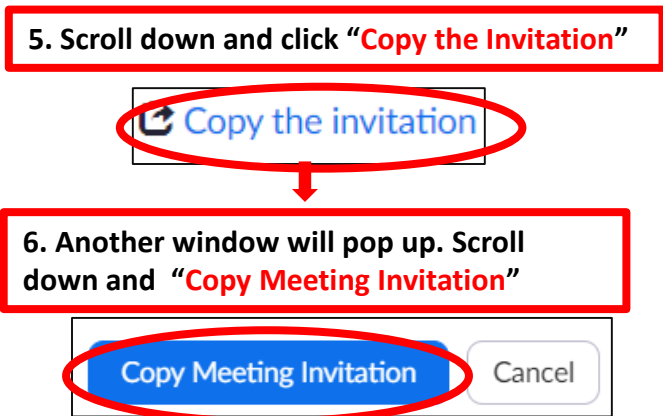


Zoom-How to: Sign in, Schedule a Meeting & Invite People



A new window will Pop Up



7. INVITE PEOPLE TO THE MEETING

- Create a "New Email" for all the people you want to invite to the meeting.
- In the body of your email "Paste" the information you copied from Zoom:
 - Press and hold the **Ctrl** key and type **V** OR
 - Click in the body of your email, then "Right Click" and click "Paste"

NOTE: Click the following LINK to watch all ZOOM tutorials:

https://support.zoom.us/hc/en-us/articles/206618765-Zoom-Video-Tutorials?flash_digest=1d70ae549d591b662e69d0ed6239c586a8b50383