

NAVIGO Health and Social Care CIC

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Zoom Video Conferencing

Due to the recent events relating to the Coronavirus outbreak, the following instructions have been produced to enable NAViGO service users to meet with NAViGO staff safely, securely and remotely.

At this time, we would like to offer you our assurance that this software has been vetted for security and information governance risks. This software has been approved for use in this context.

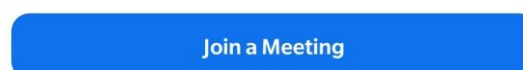
To take part in a 'Zoom' meeting, you will need to install an app on your phone/tablet, or use a laptop/desktop computer. Please see below for instructions on how to connect.

Laptop/Desktop Computer

- 1) Open your web browser and go to <https://zoom.us>
- 2) Click on 'Join a Meeting' (top-right of the screen)
- 3) Enter the code provided to you by the member of staff who is trying to meet with you. The staff member will contact you in advance to arrange when to meet and to give you the code you'll need.

Android smartphone or tablet

- 1) Open the app on your phone/tablet named 'Google Play Store' and search for 'Zoom Cloud Meetings'
- 2) Install the app named 'Zoom Cloud Meetings'
- 3) When the app has installed, start the app
- 4) When you first start the app you will see a white screen with some buttons at the bottom, all you need to do is click on 'Join a Meeting' and enter the code that has been provided to you by NAViGO staff. You do not need to create an account.



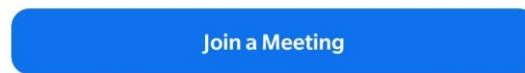
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Please continue to page 2 for iPhone/iPad instructions.

iPhone or iPad

- 1) Open the App Store on your device (iPhone/iPad) and search for 'Zoom Cloud Meetings'
- 2) Install the app named 'Zoom Cloud Meetings'
- 3) When the app has installed, start the app
- 4) When you first start the app you will see a white screen with some buttons at the bottom, all you need to do is click on 'Join a Meeting' and enter the code that has been provided to you by NAViGO staff. You do not need to create an account.



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