



# The Northwest Catholic Counseling Center

*Serving all regardless of faith or finances*

## How to Download and Use Zoom

*Disclaimer: Please be patient with us and with yourselves as we all navigate this technology together!*

NCC's Zoom account is HIPPA compliant, but that means you must download the Zoom application onto your device. You **do not need to create a Zoom account to attend a therapy session**, but you do need to download Zoom.

### DOWNLOAD ZOOM

[Click here to go to Zoom's download center.](#)

Click "Download" under "Zoom Client for Meetings" (Note: Make sure it is at least version 5.0 or above).

The screenshot shows the Zoom Download Center 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 "Download Center" with a sub-link "Download for IT Admin". The first section is "Zoom Client for Meetings", which includes a description and a blue "Download" button. The version number "Version 5.1.2 (28648.0705)" is displayed next to the button. The second section is "Microsoft Outlook Add-in", with a blue "Add Zoom" button. The third section is "Zoom Extension for Browsers", with a note "Currently available for Chrome and Firefox." and a blue download icon. The fourth section is "Zoom Mobile Apps", with a blue download icon.

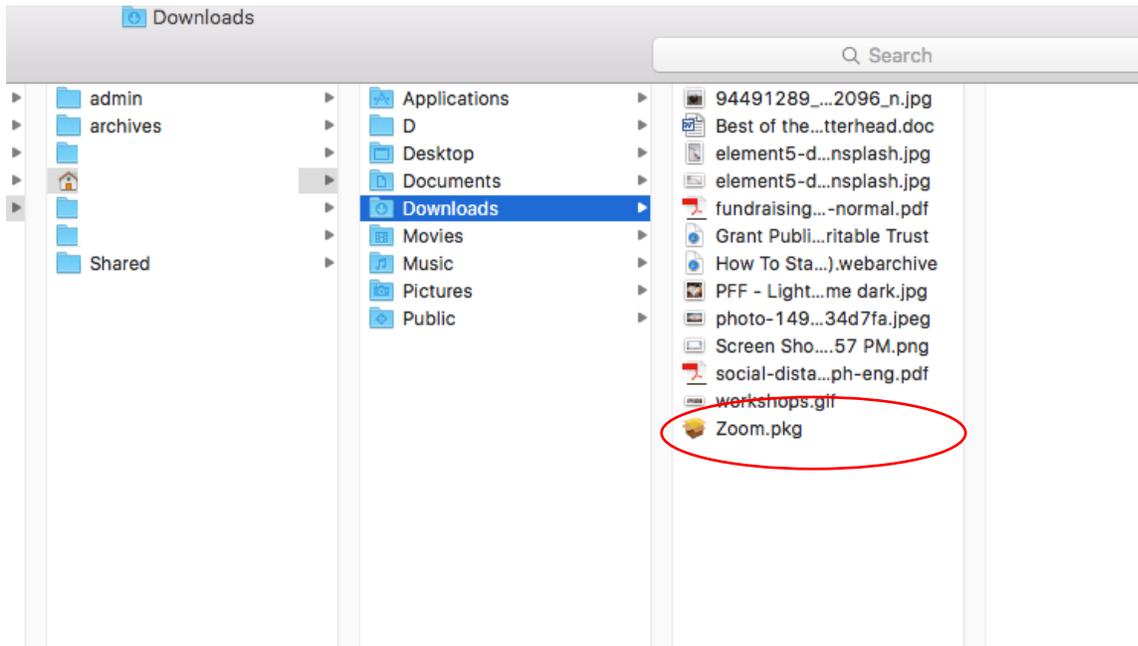
*A State Certified Counseling Agency  
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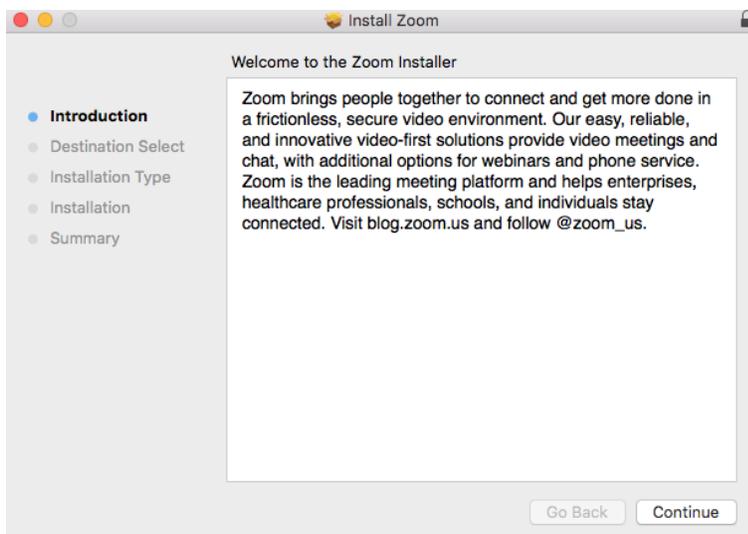
[www.nwcounseling.org](http://www.nwcounseling.org)

The Zoom installation package will download to your “Downloads” folder. This is different depending on the computer you are using.

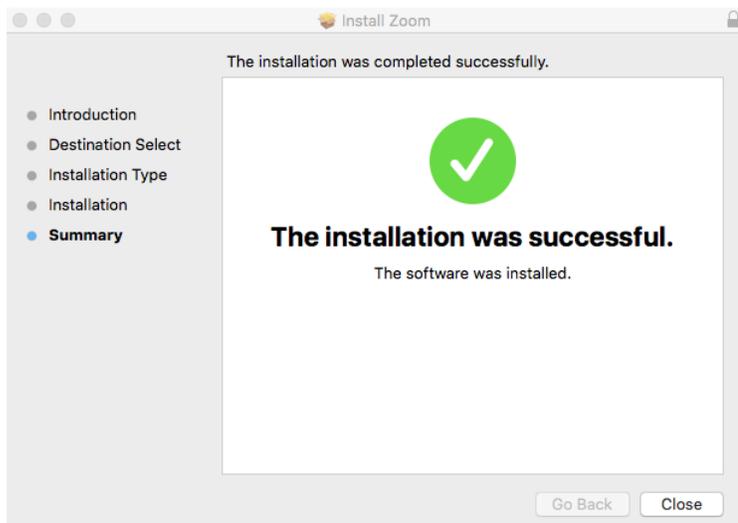
Find the downloads folder, and click on “Zoom.pkg.”



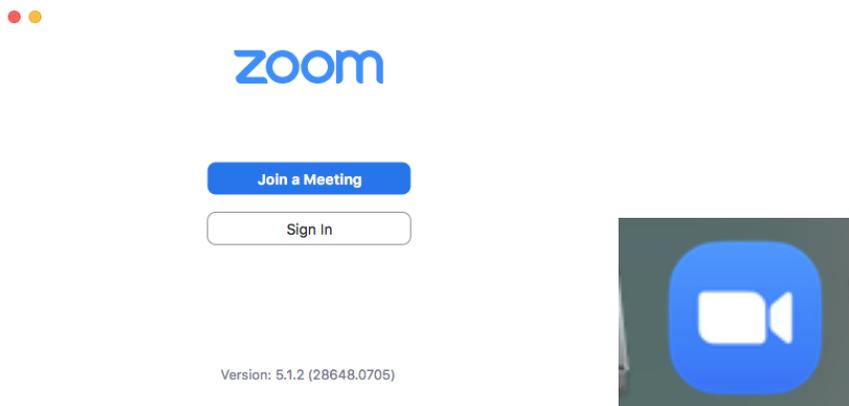
Follow the prompts to install Zoom onto your computer:



This is the screen you will see at the end of the installation process:



Zoom should open automatically for you. If it doesn't, the program will be in your applications folder or on your desktop (it looks a little different on each computer.)



## JOIN A MEETING

Your therapist will email a meeting invitation to you with the link to the Zoom therapy session.

Click on the link below “Join Zoom Meeting” to start the meeting. You may be prompted for the Meeting ID or Password, which are also located in the email.

Note: You can also call into the meeting by phone – use the phone number for “Tacoma” and you will be prompted for the same Meeting ID and Password.

NCC Therapist is inviting you to a scheduled Zoom meeting.

Topic: Therapy Session

Time: Jul 23, 2020 04:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/91631464944?pwd=Wm1mQmJZOTB2K09jYXVQcnVSMWpBQT09>

Meeting ID: 916 3146 4944

Passcode: 300578

One tap mobile

+12532158782,,91631464944# US (Tacoma)

+13462487799,,91631464944# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

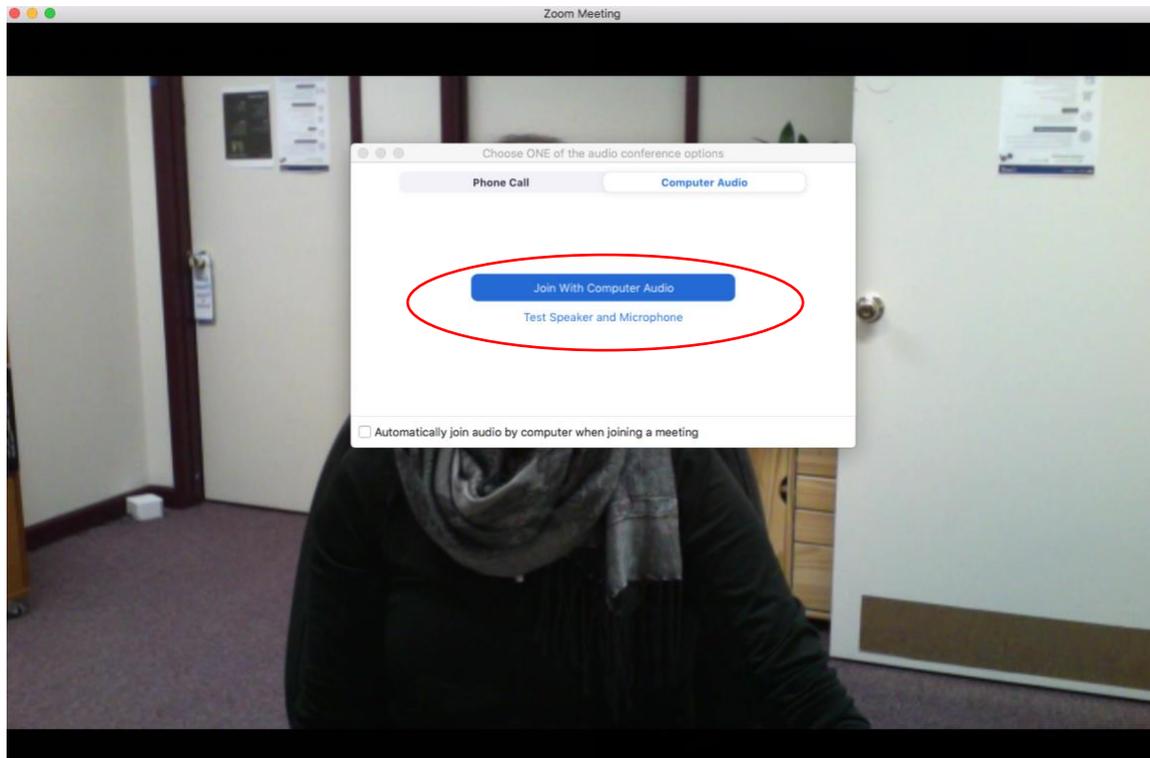
+1 929 205 6099 US (New York)

Meeting ID: 916 3146 4944

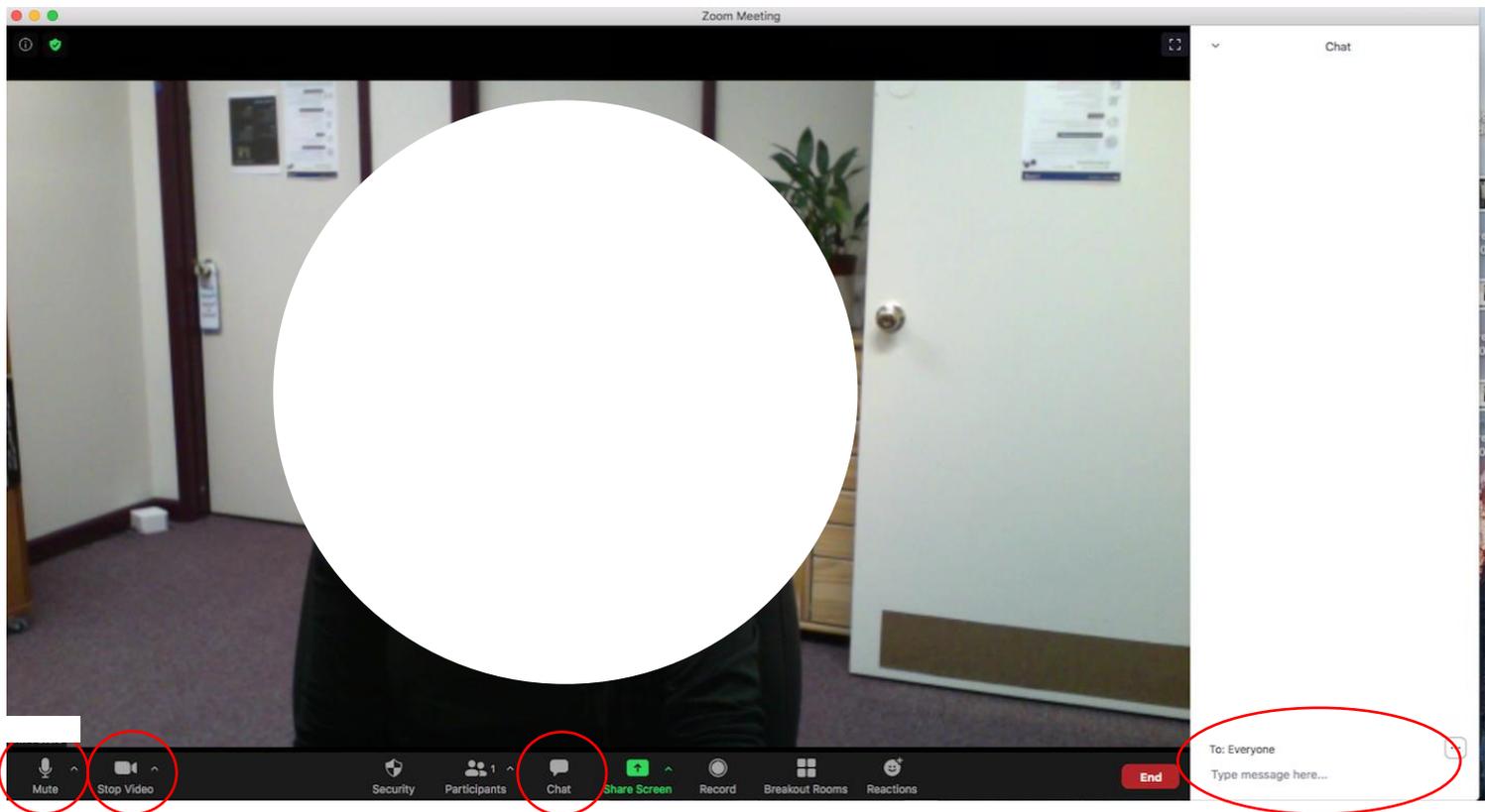
Find your local number: <https://zoom.us/u/adoD37h3H6>

## NAVIGATING THE ZOOM MEETING

After you click the link to join the meeting, this screen will pop up. Click “Join with Computer Audio.”



Key features of Zoom for use during therapy include mute, using your video, and the chat box:



When you're done with your therapy session, click "End" and you will be logged out of the meeting.