

September 2023

Zoom webinar: Login instructions

TelstraSuper

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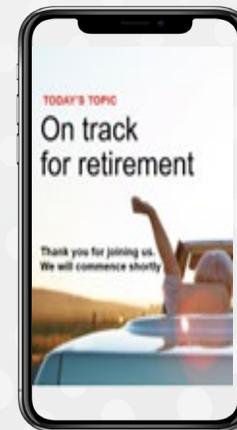
Thanks for your interest in joining our webinars

This document provides a guide on how to download and use Zoom to attend TelstraSuper webinars.

We use Zoom to present webinars to our members across Australia.

If you're not familiar with Zoom, please continue reading this document for steps (with screenshots) on how to download and use Zoom to attend TelstraSuper webinars.

There are two ways to join a Zoom webinar presentation; on your laptop or computer or via a mobile device.



Joining via a laptop or computer

Step 1

Connect to the webinar via the link sent to you.

Step 2

You will be provided with two options:

- **Download the Zoom application to your desktop.** Note: This option requires extra time to login as it will take a few minutes for Zoom to download.
- **Join from your browser.** This does not require you to download the application. To begin, select 'Launch meeting' and then select 'Join from your browser'.



Click **Open Zoom Meetings** on the dialog shown by your browser
If you don't see a dialog, click **Launch Meeting** below

By joining a meeting, you agree to our [Terms of Service](#) and [Privacy Statement](#)

Launch Meeting

Don't have Zoom Client installed? [Download Now](#)

Having issues with Zoom Client? [Join from Your Browser](#)

Joining via a laptop or computer

Step 3

Once this link is selected you will then be prompted to enter the meeting passcode, your full name and select 'Join'.

Entering your full name allows us to accurately mark your attendance and provide you with the post event page link, which includes a copy of the presentation and other useful information.

Enter Meeting Info

Meeting Passcode

Your Name

[Join](#)



Joining via a laptop or computer

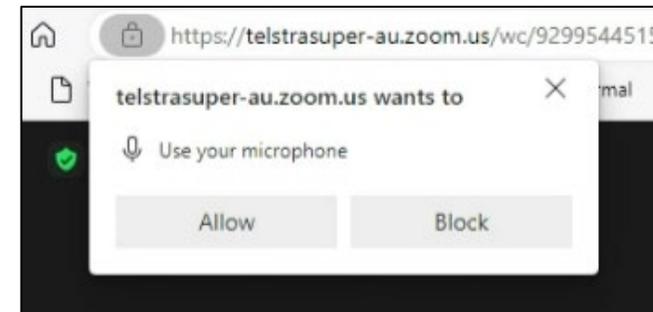
Step 4

You will then be prompted to select 'Join audio by computer'. This will enable your computer audio.

Step 5

The 'Use your microphone' prompt will then appear from the top left corner of your screen. Select 'Allow' to enable full webinar audio.

You have now successfully accessed the webinar. Please note the icons at the bottom of the webinar screen and select 'Chat' to submit a question during the presentation.



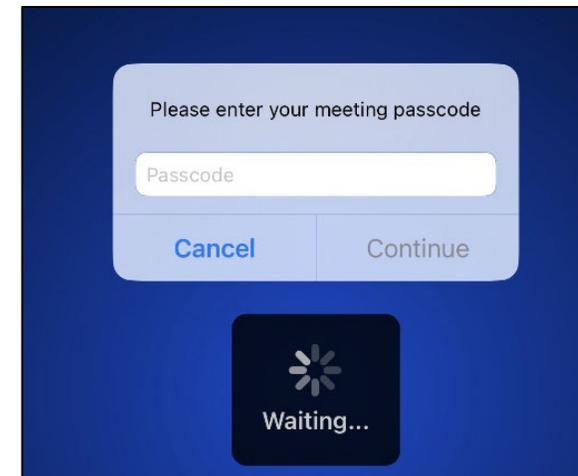
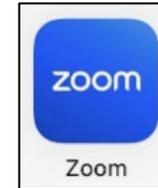
Joining via a mobile phone or tablet

Step 1

Download the free Zoom application from the app store. Once Zoom is installed on your device, connect to the webinar via the link provided.

Step 2

Enter the passcode provided and select 'Continue'.



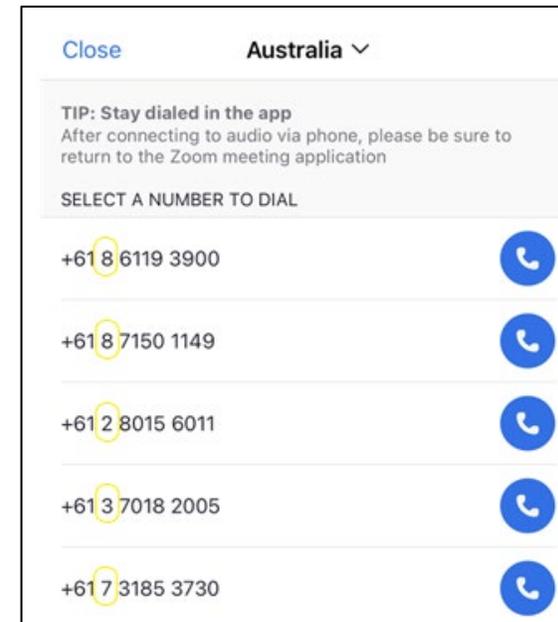
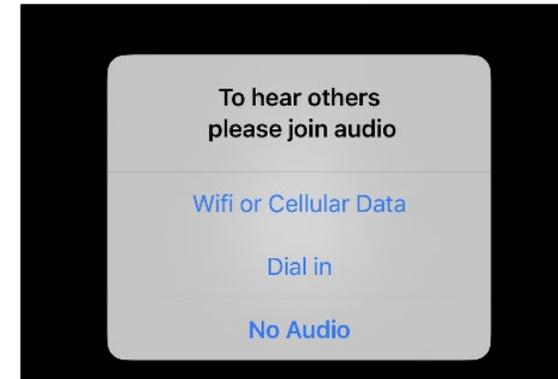
Joining via a laptop or computer

Step 3

You will then be given two audio options, 'Wi-Fi or Cellular Data' or 'Dial in'.

If you choose to "Dial in" to the webinar, please ensure that Australia is selected from the countries drop down list and that you select the correct phone number corresponding to the state you are located in.

IMPORTANT If dialing from overseas, additional phone charges may apply.



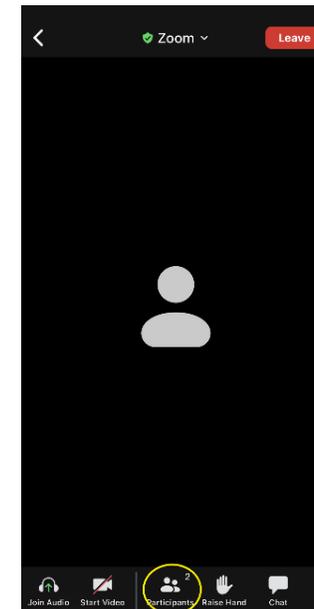
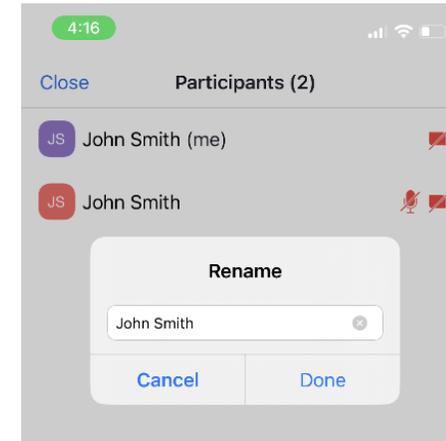
Joining via a laptop or computer

Step 4

You'll be prompted to enter the meeting ID number and participant ID, but these will be entered for you automatically. The dialing tones indicate that you are being connected to the webinar audio automatically.

You have now successfully accessed the webinar and can enter your full name.

Providing your full name allows us to accurately mark your attendance and provide you with the post event page link, which includes a copy of the presentation and other useful information. To update your name, select 'Participants' at the bottom of your screen. Select your name which should display '(me)' in brackets next to it, then select 'Rename'.



We hope you enjoy our webinars. For more help or information, please get in touch.



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