

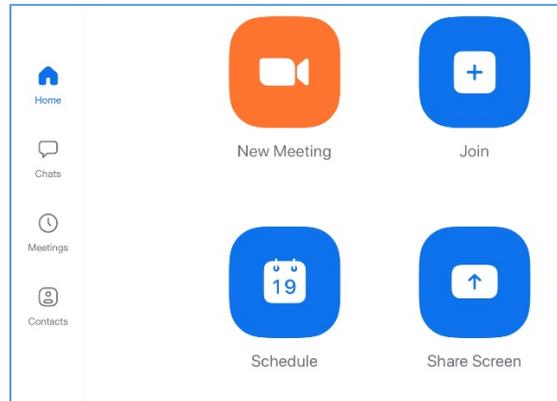
## Steps for Zoom – Creating a Session

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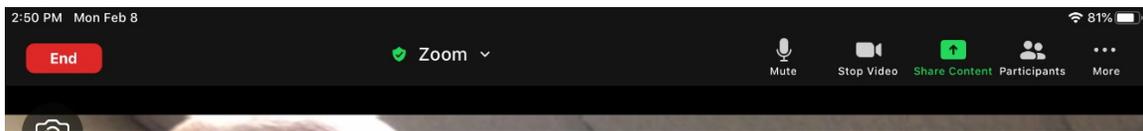
1. Click the Zoom shortcut app:



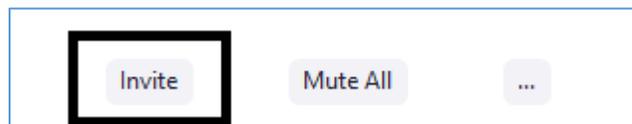
2. Click **New Meeting**:



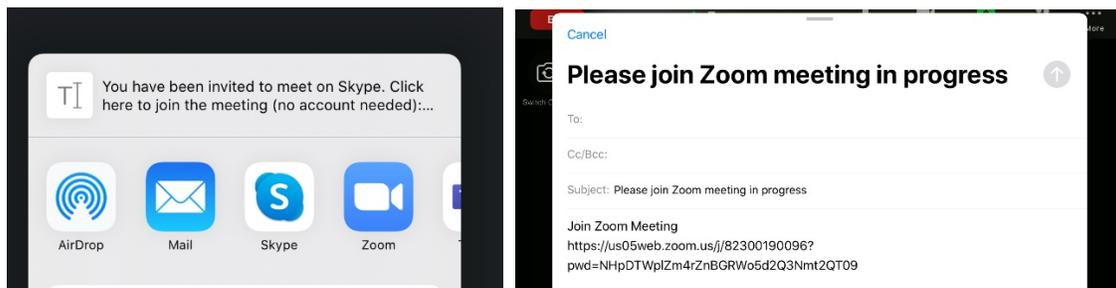
3. Click **Participants**:



4. Click **Invite**:



5. Click **Mail** and email the link to necessary participants:



6. Participants can join as a guest or will be prompted to sign in
7. When meeting is completed, click the **End**