

# Asian Technology Conference in Mathematics

*An enjoyable and instructive conference*

You will be using the Zoom teleconferencing software for the virtual ATCM 2020 (<http://atcm.mathandtech.org>) during December 14-16, 2020.

There is a small plugin called the Zoom Client for Meetings that you need to install on your computer before joining a Zoom online meeting. The installer will automatically run and self-install the first time you try to join a meeting, but it is advisable to install it BEFORE the conference date.

To access Zoom the first time:

- Go to <https://zoom.us>
- Within the **Resource** menu, click “**Download Zoom Client**”  
The download button also appears at the bottom of the page (Download → Meetings Client)
- Within the **Download Center**, download and install “**Zoom Client for Meetings**”

To join a meeting room:

- Open the Zoom app
- Select “**Join a Meeting**”
- **Enter the meeting ID and passcode (which will be distributed to registered participants or guests invited by the session speaker by November 20).**  
**We may have different rooms for different sessions so check the meeting ID carefully.**
- In the second box, enter your display name
- Click “**Join**” and wait for the host to let you in

Please note that joining a meeting does NOT require an account or paid license. Participants can use a free version of Zoom. You may log in if you already have an account, but it is not necessary.

## **Suggestions**

- You will want to test your speaker and microphone prior to our first meeting.
- Please make sure your webcam is operating properly.
- You should switch off the microphone while the other person is presenting.
- If you are the speaker for the session, please identify yourself to the Chair before the session starts.