JOINING A MEETING (IN VM)

If the host of the meeting scheduled it in Outlook, open the calendar event and click the **Join Zoom Meeting** link. If the host hasn't joined yet, you will see a window saying that the meeting will begin when the host joins.

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If the host created an instant meeting, they will need to invite you to the meeting. You will receive an email with a link to join the meeting.

*Note: If you also have a personal Zoom account, you will need to sign out and sign in with your LLC account.