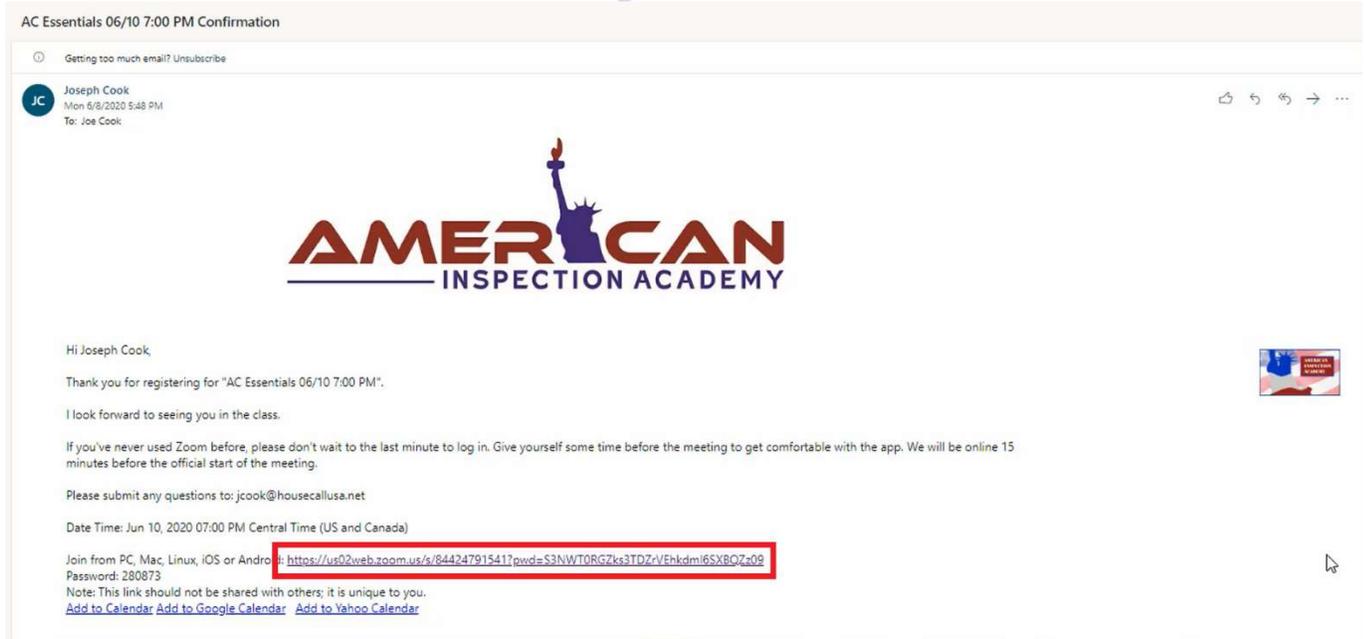


Registering for Zoom CE Class

If you've previously attended one of our Zoom CE classes, follow these instructions to register for the next class:

Step 1: Click on the link provided in the confirmation email.



Step 2: You will be prompted to "Join Meeting as an Attendee." Click this link.



If you are the meeting host, sign in to start the meeting(844 2479 1541)

[Sign in to Start](#)

I'm not the meeting host, [Join Meeting as an Attendee](#)

Trouble joining? If you haven't already, update to the latest version of Zoom

Check out the American Inspection Academy!

Registering for Zoom CE Class

Step 3: Enter your information in the Meeting Registration page and click "Register"



Meeting Registration

[f](#) [t](#) [in](#) [✉](#)

This meeting is for users with a Zoom account. New to Zoom? Sign up free.

Topic	AC Essentials 06/10 7:00 PM	
Description	A one-hour streaming CE class about inspecting ACs!	
Time	Jun 10, 2020 07:00 PM in Central Time (US and Canada)	

First Name*

Last Name*

Email Address*

Confirm Email Address*

LSBHI license number*

* Required information



Check out the American Inspection Academy!

Registering for Zoom CE Class

Step 4: A “Meeting Registration Approved” page will open. If you like, you can click the “Add to calendar” link to add the class to your calendar (but it’s not necessary). If it is time for the class, you can click the “Please click this URL to join” link to open the class meeting. Otherwise, you will receive an email notification regarding this meeting.

AMERICAN INSPECTION ACADEMY
Meeting Registration Approved

Topic AC Essentials 06/10 7:00 PM

Description A one-hour streaming CE class about inspecting ACs!

Time Jun 10, 2020 07:00 PM in Central Time (US and Canada)

[Add to calendar](#)

Meeting ID: 844 2479 1541

To Join the Meeting

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. https://us02web.zoom.us/j/84424791541?tk=OHmgbMZR6uRoq5zSgUPIxYcNQKNI6r-xpF_OqPuhCQ.DQIAAAATqBwV9RZyWnRidGdDMVFIS1IXcl2X3dOaVdRAAAAAAAAAAAAAAAAAAAAAAAAAAAAA&pwd=53NWTORGZks3TDZrVEhkdm165XBQZz09

To Cancel This Registration

You can [cancel](#) your registration at any time.

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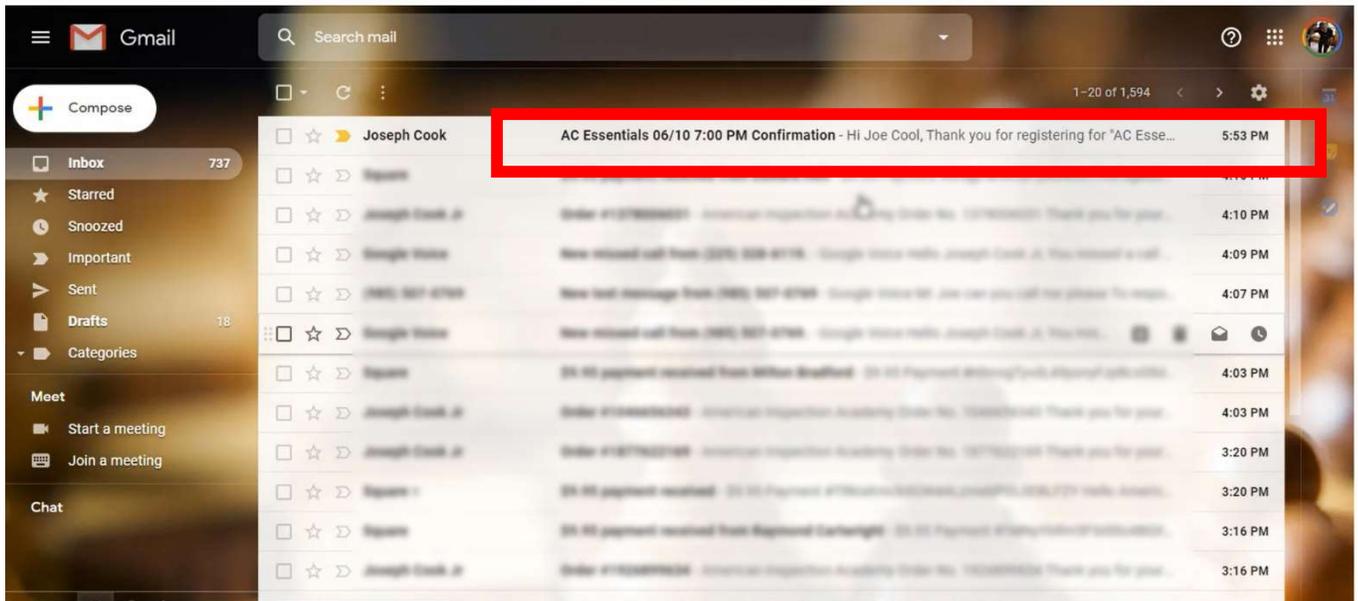
Support
Test Zoom
Account

Language
English

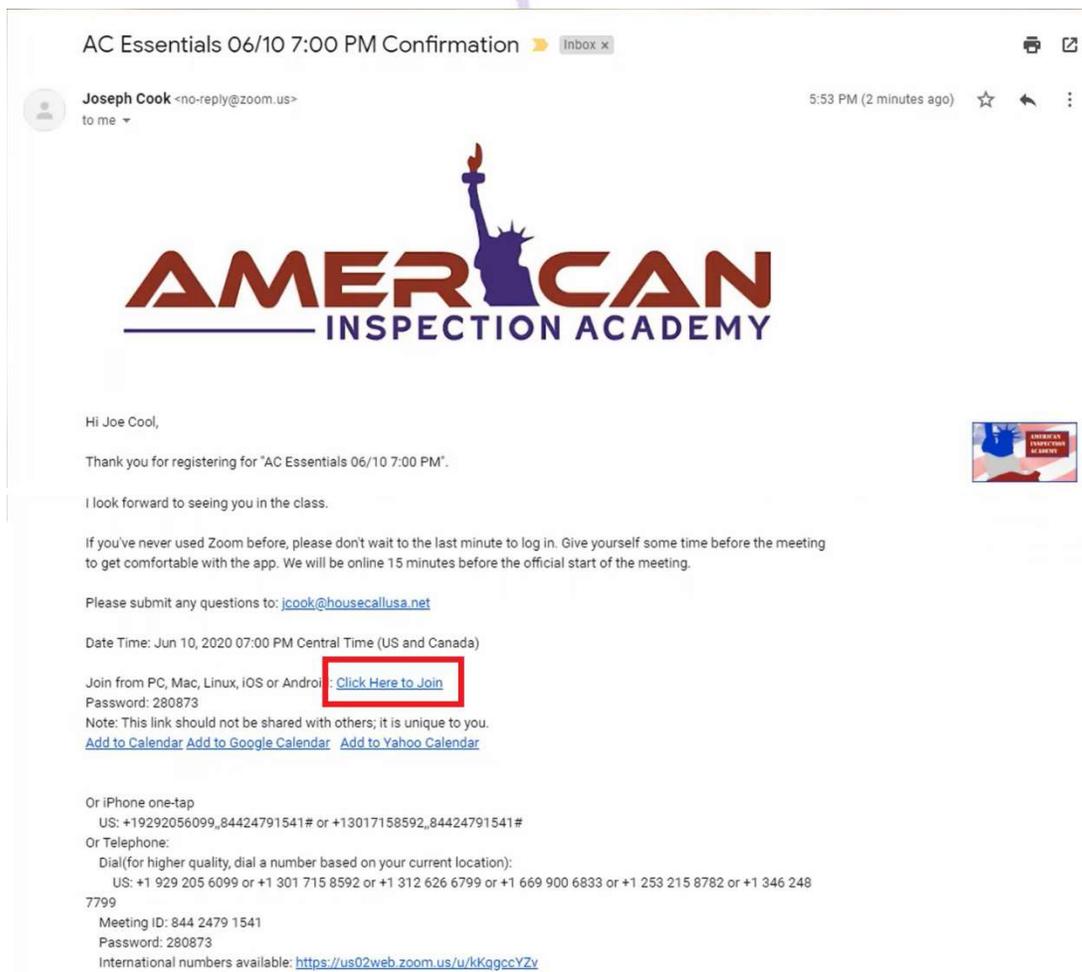
Check out the [American Inspection Academy!](#)

Registering for Zoom CE Class

Step 5: Open your email to verify that you've received the confirmation email.



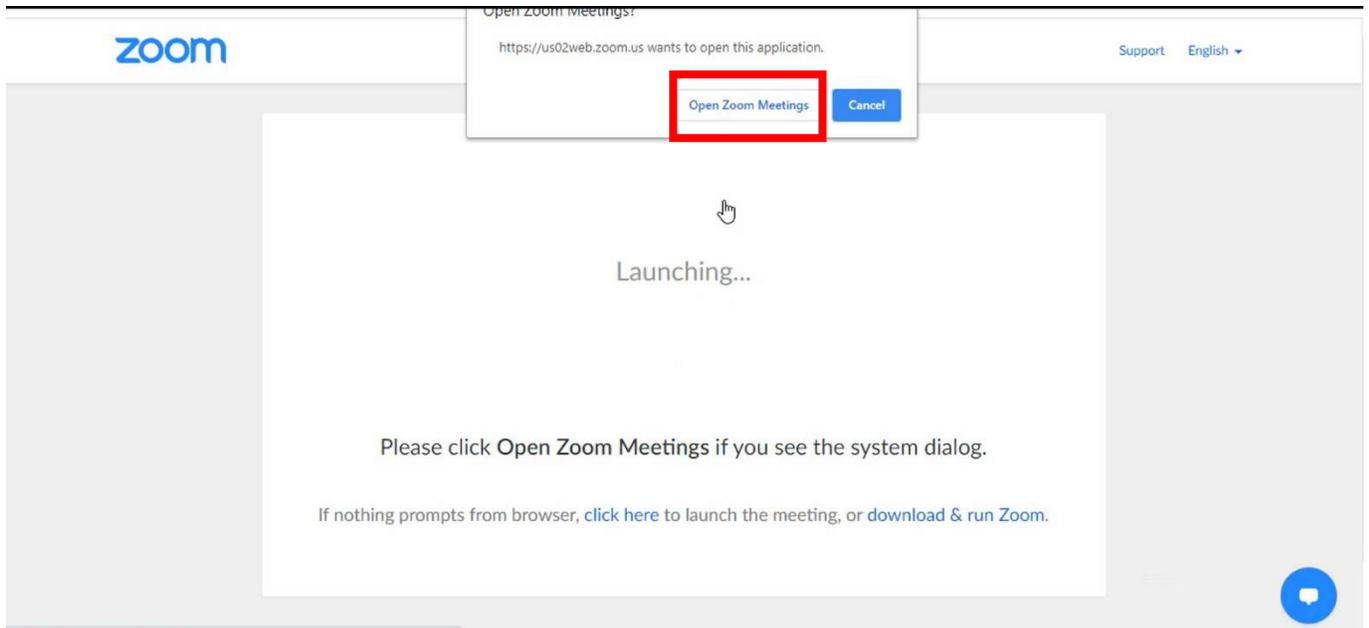
Step 6: Click to open the email. Click the "Click Here to Join" link to open the CE class meeting page.



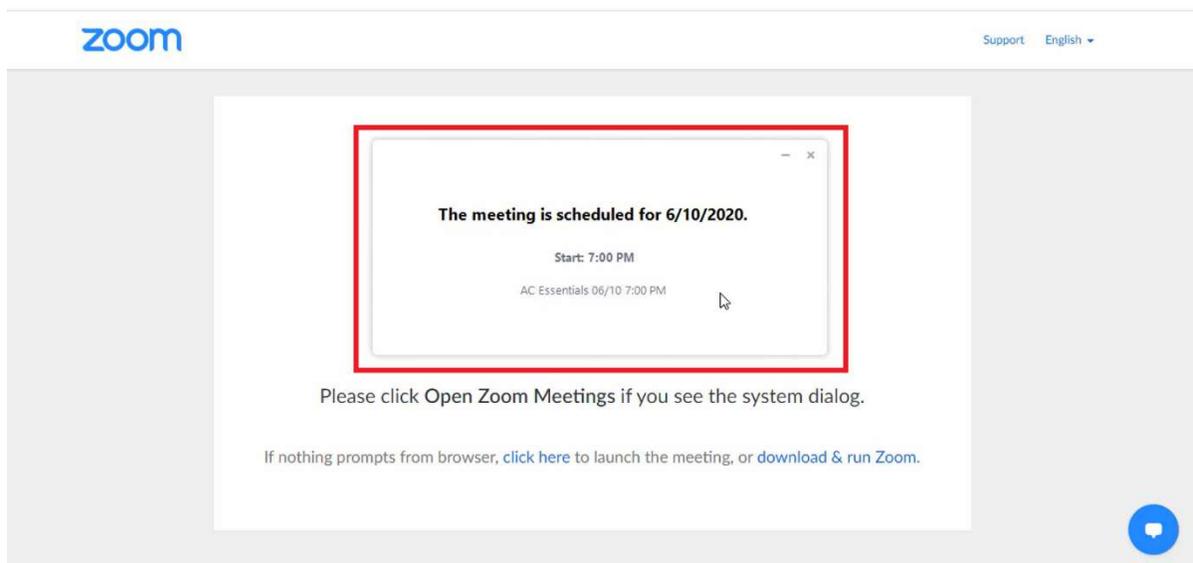
Check out the American Inspection Academy!

Registering for Zoom CE Class

Step 7: A new page will open, and a pop up will prompt you to “Open Zoom Meetings.” Click on this button to launch the meeting software.



Step 8: If it's time for the meeting, you will be taken to the class page. If you are trying this out before the meeting (which is HIGHLY recommended), you will see a notification letting you know when the meeting will take place.



Check out the American Inspection Academy!

Registering for Zoom CE Class

PLEASE BE SURE THAT YOU COMPLETE THESE STEPS IN ADVANCE OF THE SCHEDULED MEETING. Once the meeting has started (15 minutes prior to the announced start time), I will not be able to offer any help to you with registering for the class. Please be sure to confirm that your account is set up and working before the class!

Thanks, Joe



If you have any problems with the process, visit <https://support.zoom.us/hc/en-us> for more information.



See the next page for some tips on how to get the best experience possible when using Zoom meetings.



Check out the [American Inspection Academy!](#)

Registering for Zoom CE Class

These are some tips to help make sure you have the best possible experience. Follow these recommendations to ensure a good quality CE class experience.

1. **Obtain a high-quality web camera if you're using a desktop.** For laptops, if your computer is less than 3 years old, the built-in camera (if it has one) should be adequate.
2. **Obtain a computer headset.** This will greatly reduce the chance for feedback and improve your voice quality for those who are communicating with you on the other side. [Headsets that connect via USB](#) are the best choice.
3. When possible, connect to the Internet with a physical cable connection, **not just Wi-Fi.** This will give you much greater speed and service.
4. A laptop or desktop is preferred over a smartphone or tablet, but smartphones and tablets can still be used.
5. **Don't attend the classes while outside.** Wind and background noise may make your device's microphone automatically adjust to compensate for the noise, and your voice may sound muffled when you speak.
6. Don't have several programs running while using Zoom. Close all unnecessary applications during your call so all processing power can be used to maximize the quality of your Zoom session.
7. Don't have several additional items using Wi-Fi while using Zoom. Shut off unnecessary equipment during your call so all your internet connection speed can be used to maximize the quality of your Zoom session.
8. Pay attention to your background. Too much light behind you will cause you to appear as a dark figure. Also, don't have anything behind you that may be distracting to those who are also watching the class.
9. To counteract back lighting, make sure you have a good source of light in front of you and behind the camera that you're using with your computer.
10. Pay attention to your attire. Don't wear stripes or anything too bright. Solid colors are best to reduce glare.
11. Avoid moving your head too much or "talking with your hands." Video over the internet is different than television, and too much movement can cause the video to look bad.

Check out the [American Inspection Academy!](#)