

National Health Mission Assam

Saikia Commercial Complex, G.S. Road, Christianbasti, Guwahati-781005

General Instructions for Zoom Meeting/Interview/ Counselling Session:

- 1. Download & Install the Zoom App from the Google Play store.
- 2. After installing Zoom App on your smart phone, start the Zoom App.
- 3. Click on the Settings symbol of your Zoom App, and then Click on Meeting Settings.



4. Click on Auto-Connect to Audio, and choose WiFi or Cellular data.

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*You will be automatically connected to audio when you call someone or answer.		Mute My	Microphone
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		Always S	how Meeting Controls

Note: Never Turn on "Always Mute My Microphone" and "Always Turn Off My Video"



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5. Before joining the Zoom Meeting, edit or change your Mobile device name (OPPO/ VIVO/ Redmi/ Galaxy etc.) to Your Roll No./ Sl. No./ Rank and Name as shown below:

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- 6. Enter the Meeting ID, Your Roll No./ Sl. No./ Rank and Name, then click on Join button to Join the Zoom Meeting by entering the Pass code.
- After Joining the meeting successfully, a message will appear as "The Host will let you in soon".

That means you have joined for the Interview/ counselling session and now in the waiting room for your turn to the Interviewer/ Authority to connect you for one to one conversation. So, please remain like that for your turn.

 When the Interviewer/ Authority do connect you, you need to Un-mute audio and Start Video from your end by removing the cross Symbol from your Microphone icon and Video icon on your Screen shown as below:

