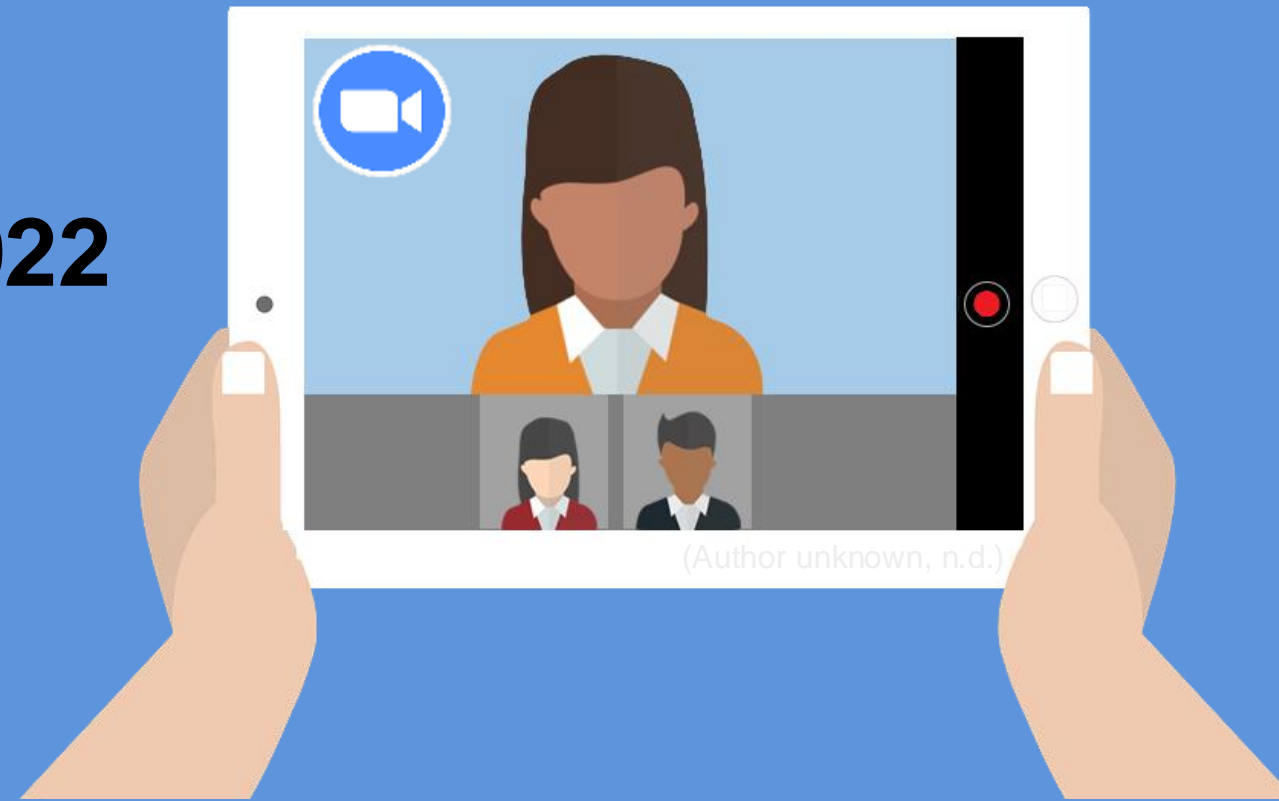


建立 Zoom 帐户并排程会议

「安康」健康网络数码健康知识 2022



鸣谢

该数码健康知识课程由卑诗大学的「安康」健康网络（iCON）开发

「安康」健康网络得到卑诗省卫生厅的「患者为伴」计划的支持

「安康」健康网络与各多元文化社区合作已超过十年

「安康」健康网络帮助慢性病患者进行自我管理

「安康」健康网络也帮助人们普及数码知识，以便他们获取、评估和使用网上的健康资源



THE UNIVERSITY OF BRITISH COLUMBIA

Department of Emergency Medicine

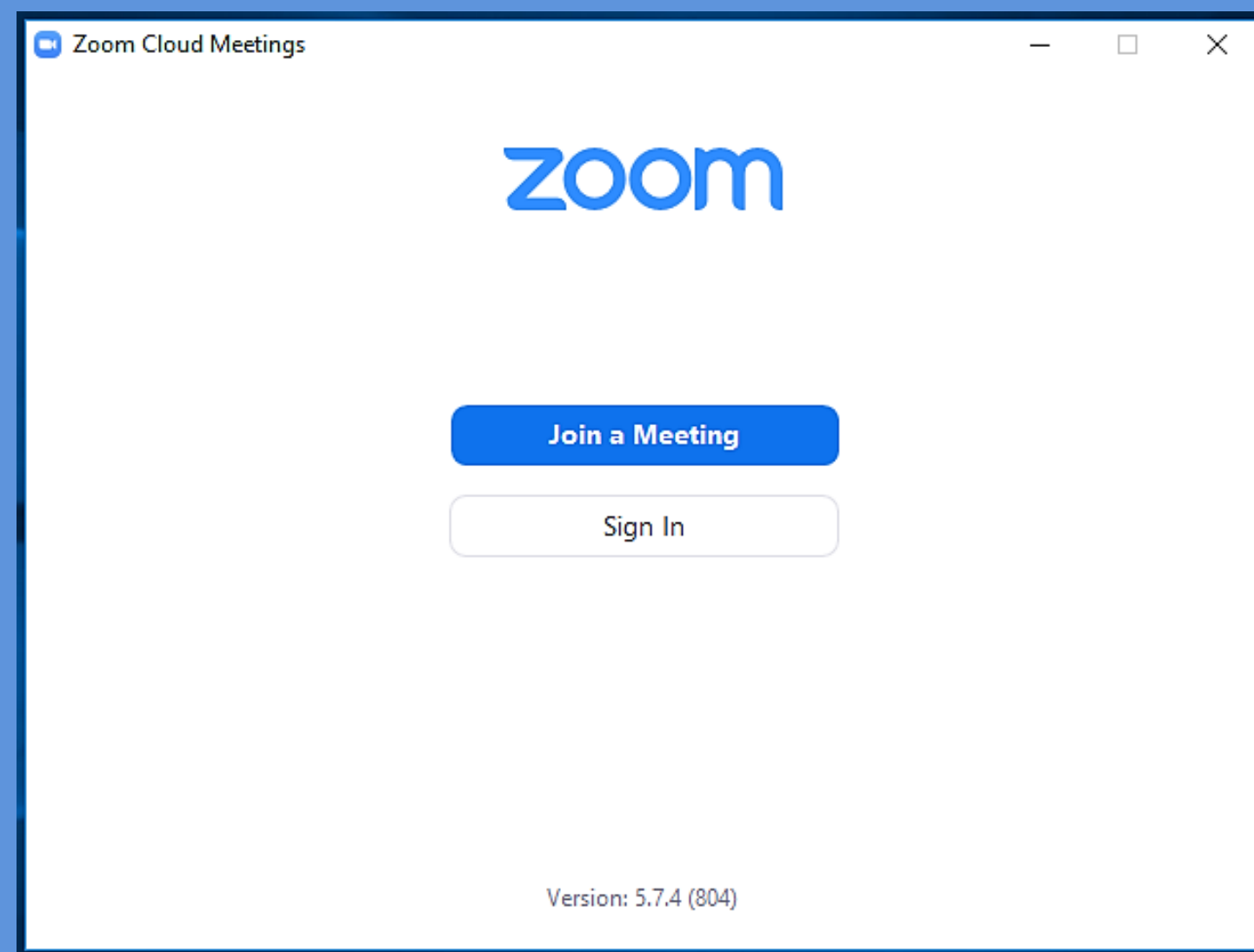
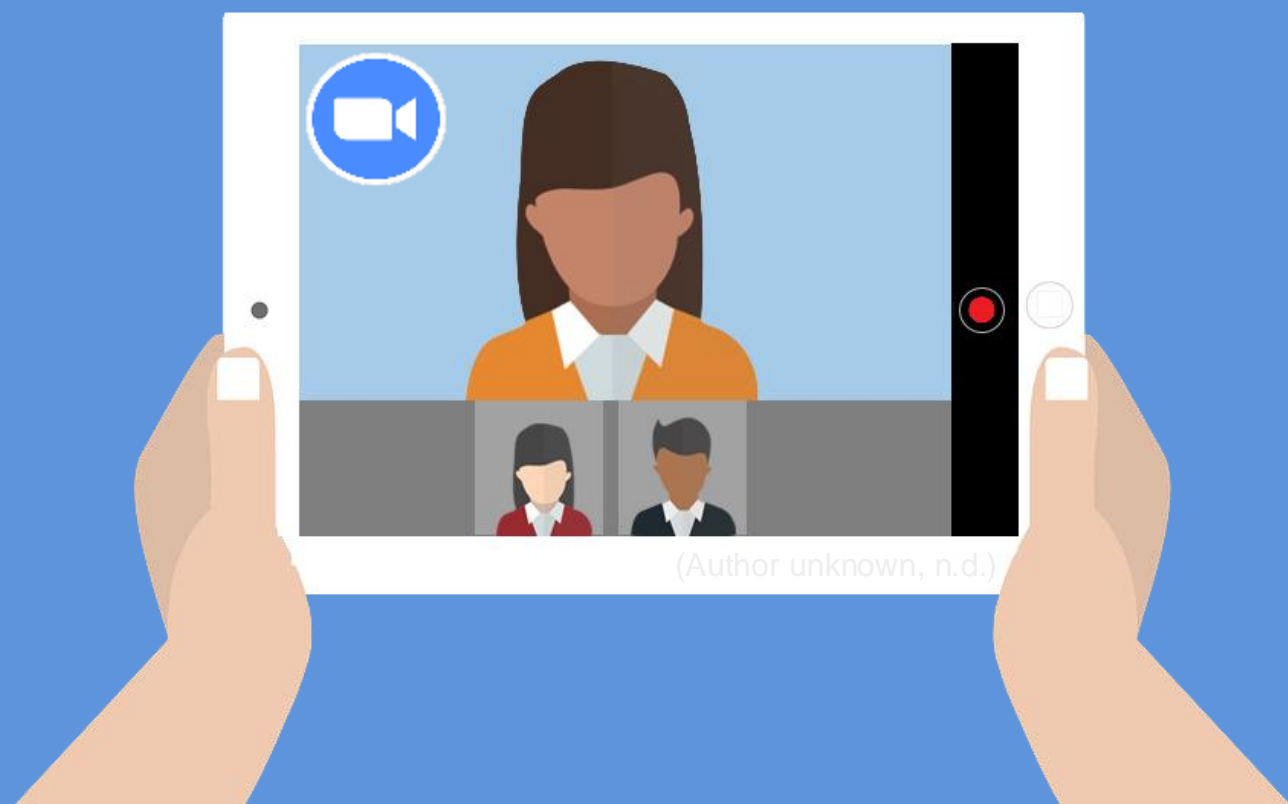
Faculty of Medicine

网络研讨会大纲：

- 建立 Zoom 帐户
- 即时建立 Zoom 会议
- 编排以后的会议
- 摘要



建立 Zoom 帐户



建立 Zoom 帐户的好处

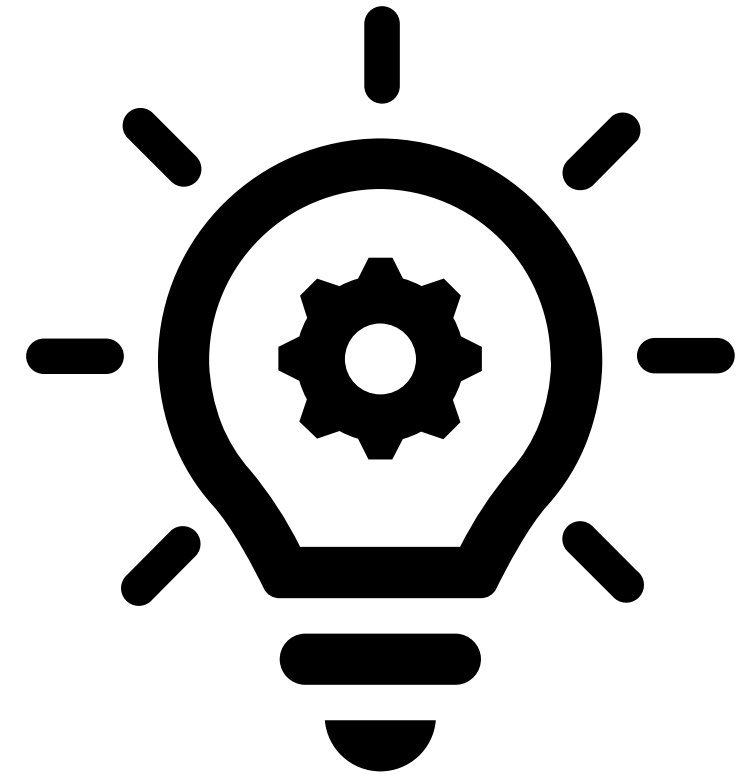
虽然您不需要 Zoom 帐户来加入会议，但建立帐户可以让您：

建立您自己的会议链接

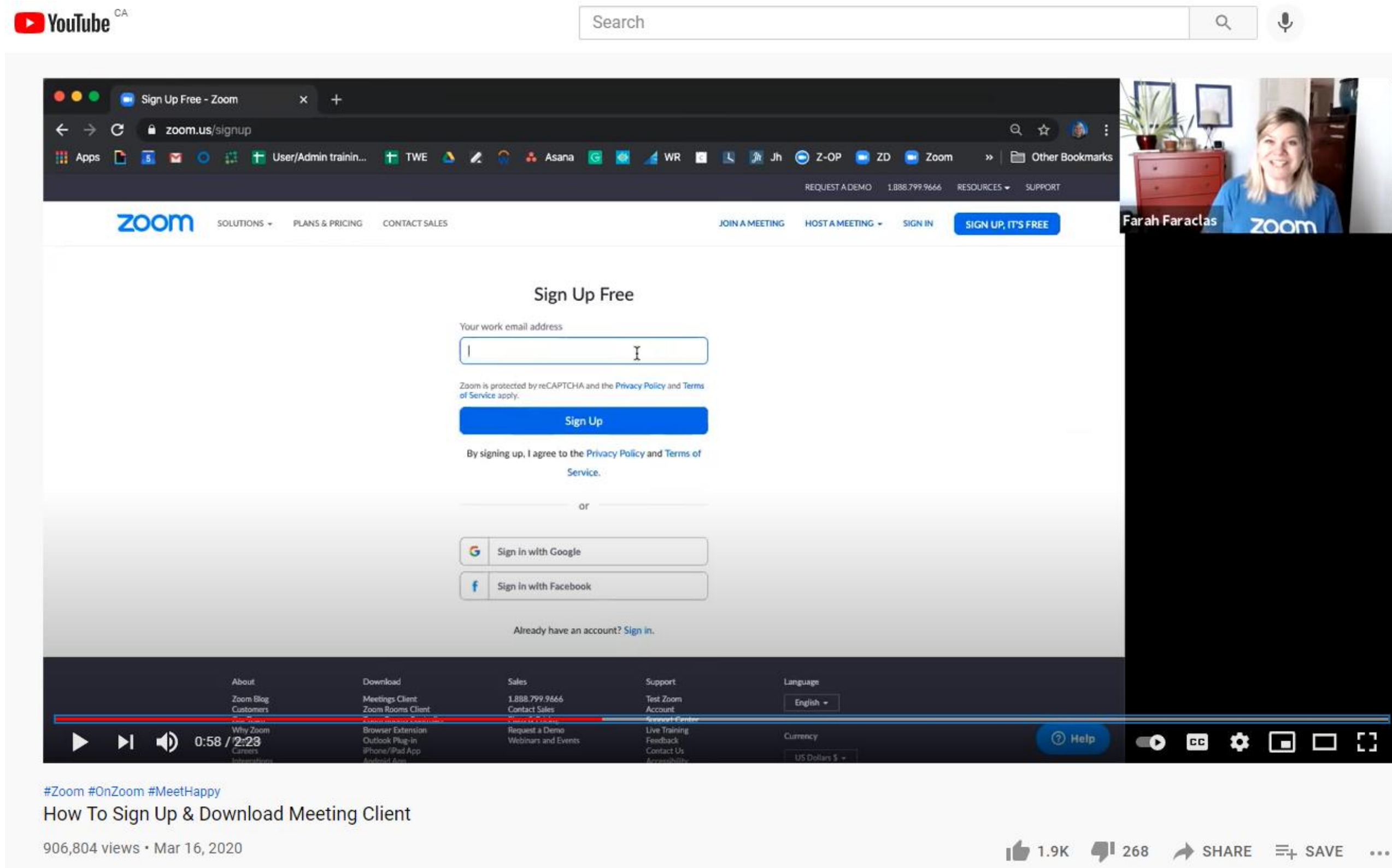
安排您自己在以后的日期和时间进行的会议

记录您过去和即将举行的会议

这对健康管理非常有帮助，例如大家与自己的照顾者安排会议，商讨健康管理的目标。



视频：注册和下载客户端



建立 Zoom 帐户

如何即时建立会议

编排以后的会议

摘要

选择帐户类型和计划

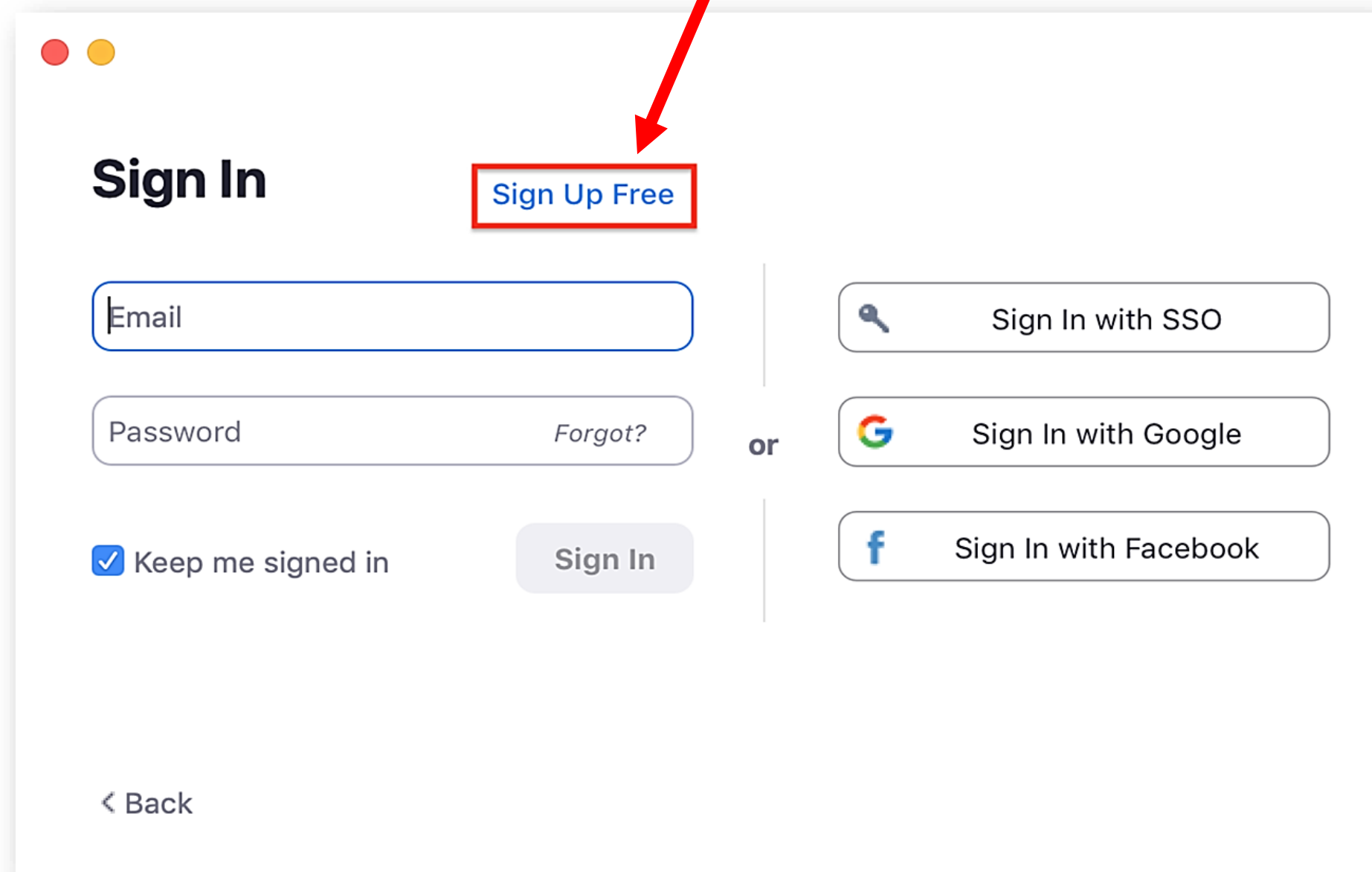
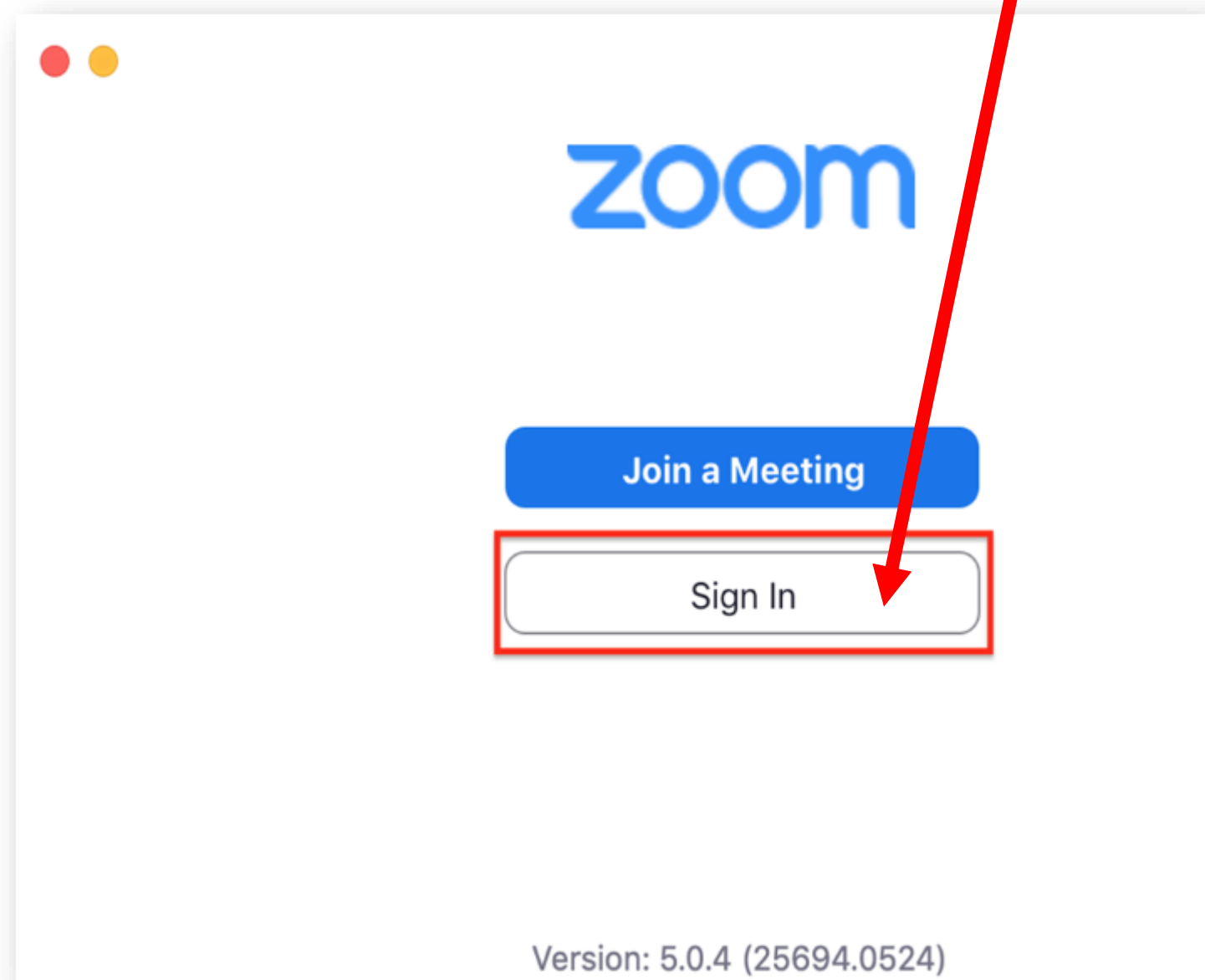
The screenshot displays the Zoom account selection interface. At the top, there are navigation tabs for Zoom Meetings, Zoom Phone, Zoom Events & Webinar (marked as NEW), Zoom Rooms, and Zoom United (with a Save 15% badge). Below these are four columns representing different account types and plans:

- BASIC**: Personal meetings, **Free**, Sign Up button. Features: Host up to 100 participants; Unlimited group meetings for up to 40 minutes; Unlimited one-to-one meetings with a 30 hour time limit per meeting; Private & Group Chat. *Free, forever. No credit card required.
- PRO**: Great for small teams, **CAD \$20 /month/license**, Buy Now button. Features: All the benefits of Free, plus: Host up to 100 participants; Increase participants up to 1,000 with Large Meetings add-on; Group meetings for up to 30 hours; Social media streaming; 1 GB cloud recording (per license).
- BUSINESS**: Small businesses, **CAD \$27 /month/license**, Buy Now button. Features: All the benefits of Pro, plus: Host up to 300 participants; Increase participants up to 1,000 with Large Meetings add-on; Single sign-on; Recording transcripts; Managed domains; Company branding.
- ENTERPRISE**: Large Enterprise-Ready, **CAD \$26.59 /month/license**, Contact Sales button. Features: All the benefits of Business, plus: Host up to 500 Participants; Unlimited cloud storage; Recording transcripts.

免费的 Zoom 计划适合大部份人

1. 开启Zoom，点击「登入」。

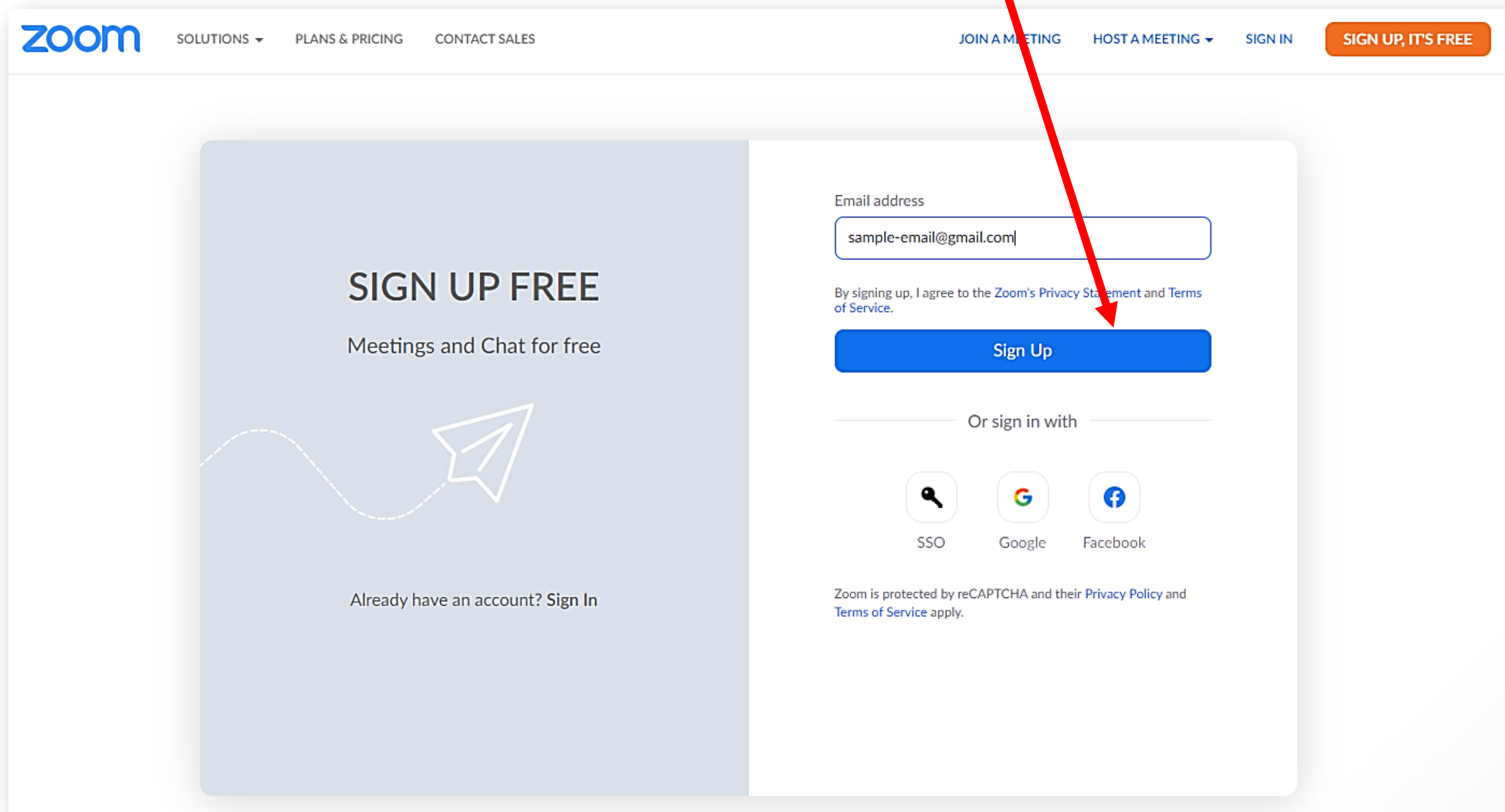
2. 点击「免费注册」。



3. 输入出生日期，然后按「继续」。

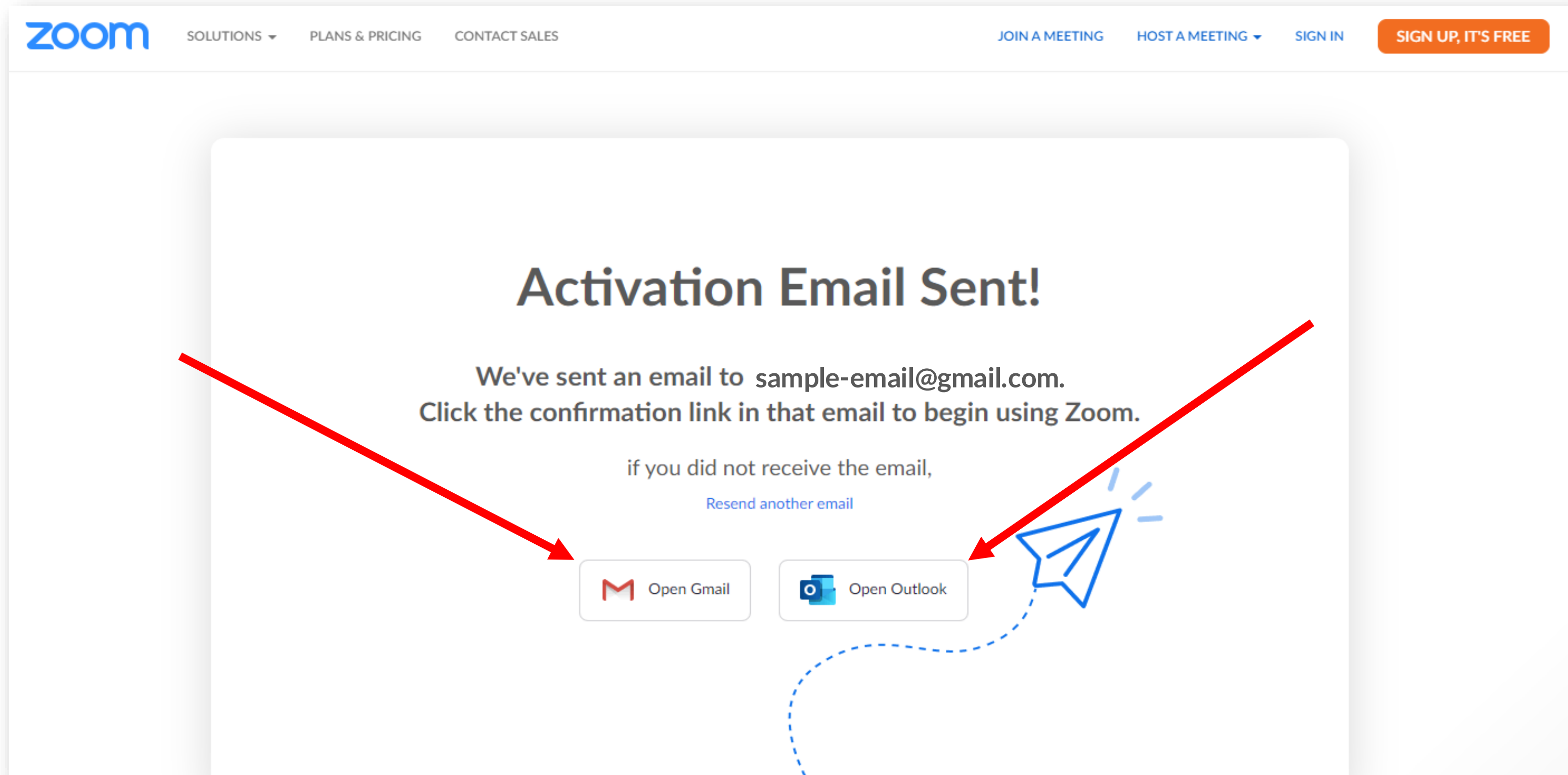
The screenshot shows the Zoom website's verification page. At the top, there is a navigation bar with the Zoom logo and links for SOLUTIONS, PLANS & PRICING, CONTACT SALES, JOIN A MEETING, HOST A MEETING, and SIGN IN. A prominent orange button labeled "SIGN UP, IT'S FREE" is on the right. The main content area is titled "Verification" and includes the instruction "For verification, please confirm your date of birth." Below this, there is a date input form with three dropdown menus: "Month", "Day", and "Year". The "Month" dropdown is open, showing a list of months from Jan to July. A red arrow points from the text "然后按「继续」" in the heading above to the "Continue" button located below the date input fields. A small note "This data will not be stored" is visible below the "Continue" button.

4. 输入电子邮件地址，然后按「注册」。

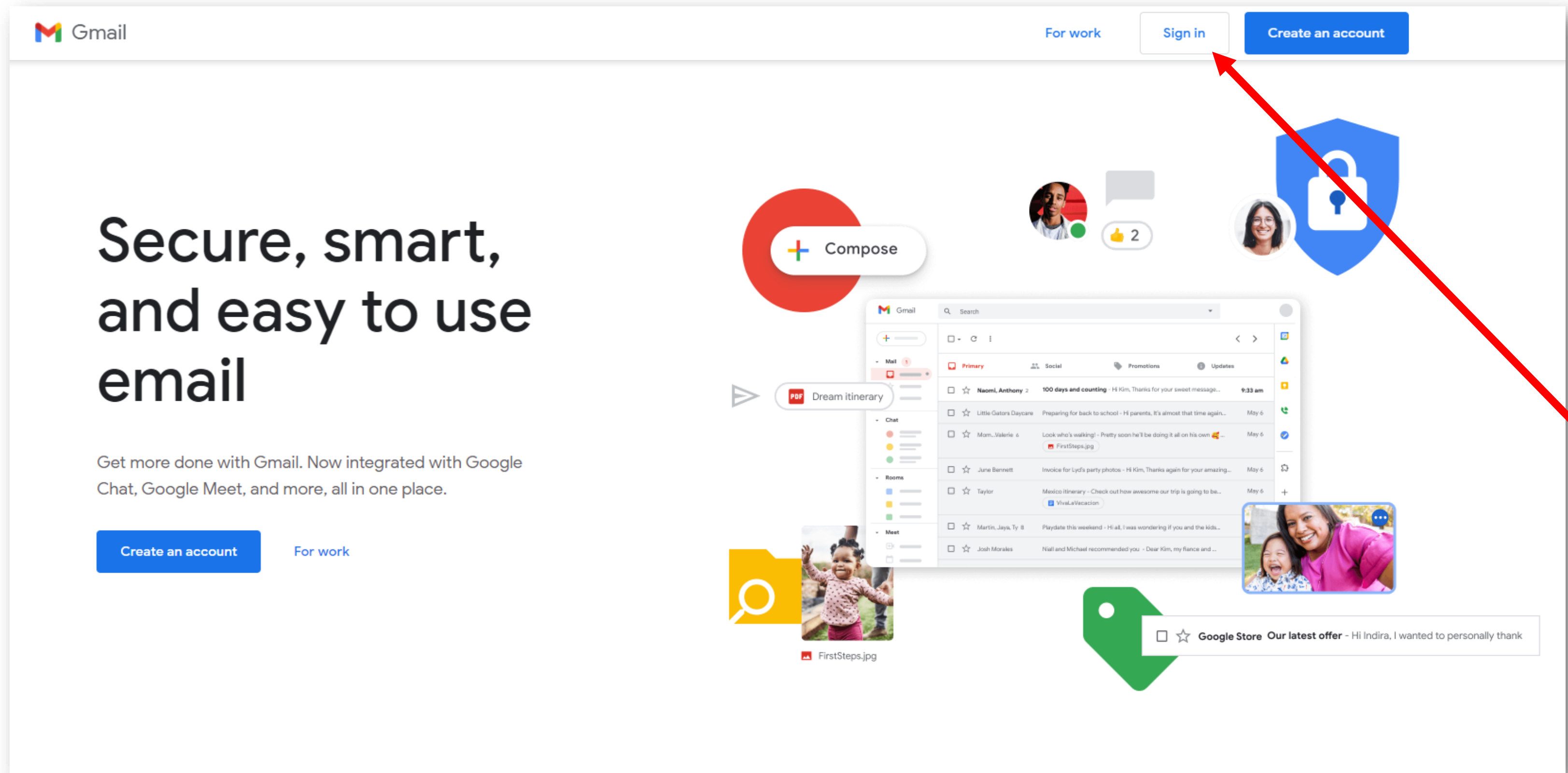


The screenshot shows the Zoom sign-up page. The navigation bar at the top includes the Zoom logo, links for SOLUTIONS, PLANS & PRICING, CONTACT SALES, JOIN A MEETING, HOST A MEETING, and SIGN IN, along with a prominent orange SIGN UP, IT'S FREE button. The main content area is split into two columns. The left column has a light blue background with the text 'SIGN UP FREE' and 'Meetings and Chat for free', accompanied by a paper airplane icon and a link for 'Already have an account? Sign In'. The right column contains a registration form with an 'Email address' field containing 'sample-email@gmail.com', a consent statement, a blue 'Sign Up' button, and social login options for SSO, Google, and Facebook. A red arrow points from the title above to the 'Sign Up' button.

5. 「确认电子邮件」将发送到您的邮箱。视乎您采用的电子邮件服务供应商，点击「打开 Gmail」或「打开 Outlook」。



6. 您的电子邮件将在新的一页开启。 点击「登入」。



7. 登入您的电子邮箱。输入您的电子邮件地址，然后点击「下一步」，再输入密码。

Google

Sign in
to continue to Gmail

Email or phone

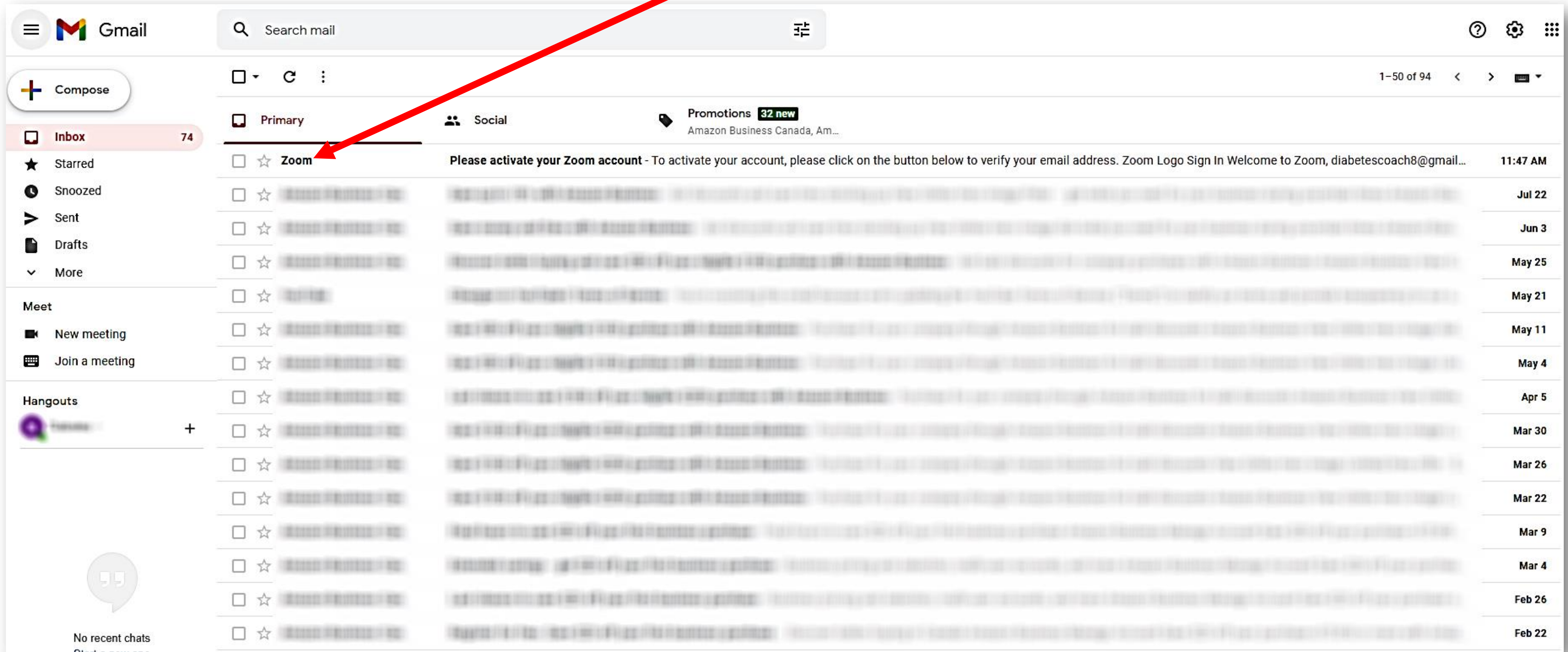
[Forgot email?](#)

Not your computer? Use Guest mode to sign in privately.
[Learn more](#)

[Create account](#) [Next](#)

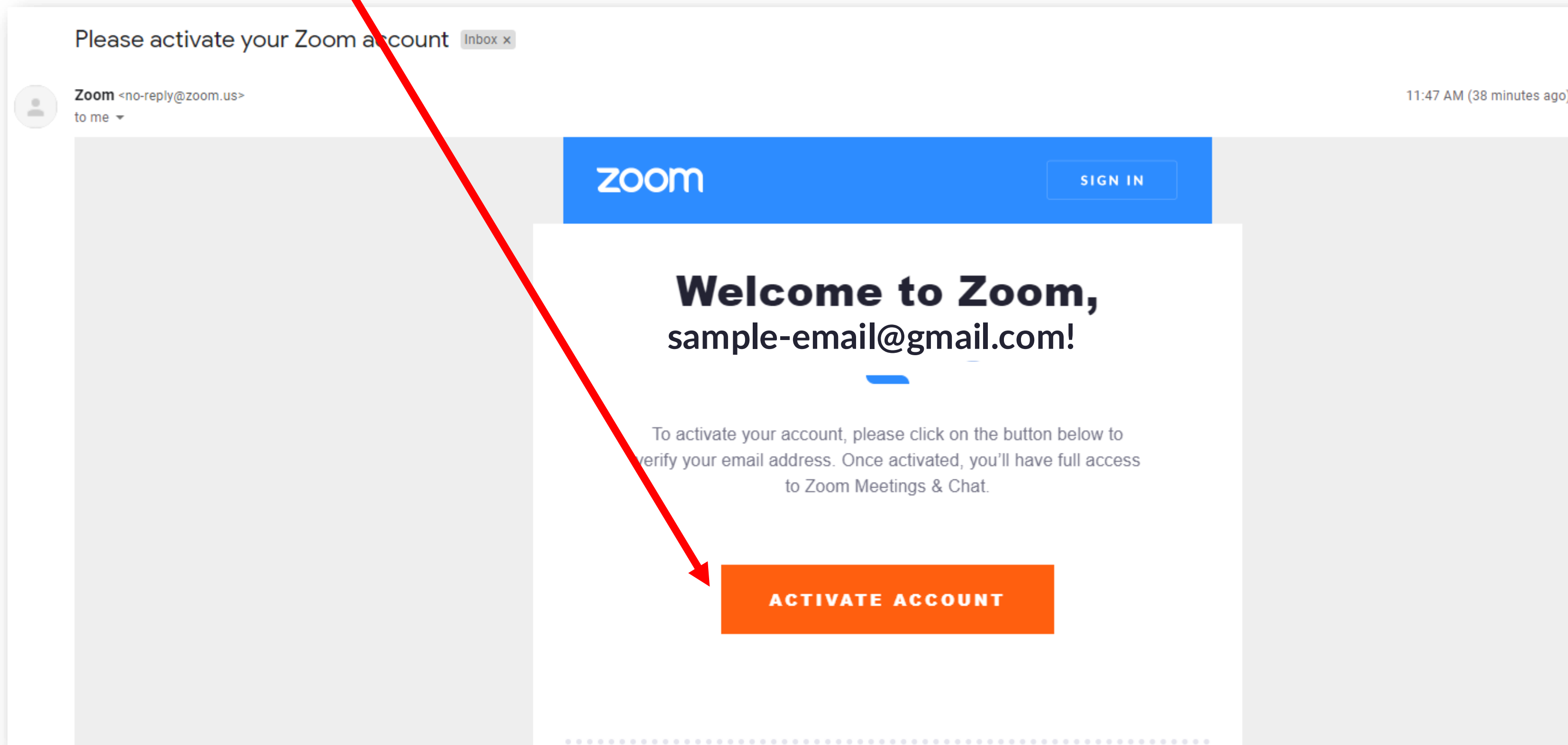
English (United States) ▾ [Help](#) [Privacy](#) [Terms](#)

8. 点击您刚收到的 Zoom 「确认电子邮件」

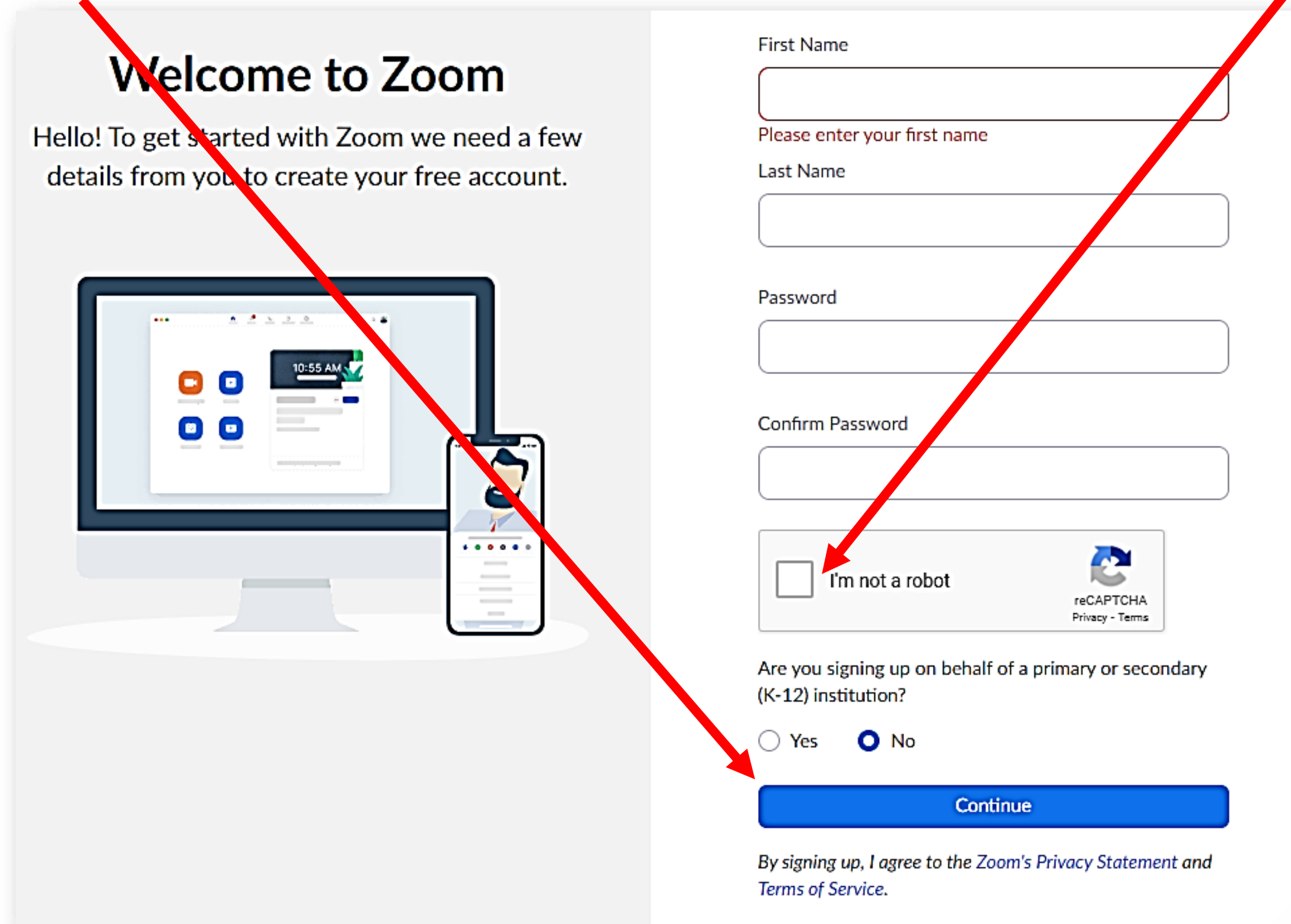


The screenshot shows a Gmail inbox interface. On the left, there is a sidebar with navigation options: Compose, Inbox (74), Starred, Snoozed, Sent, Drafts, More, Meet (New meeting, Join a meeting), and Hangouts. The main area displays a list of emails. The top email is from Zoom, titled "Please activate your Zoom account". A red arrow points to the "Zoom" link in the email's subject line. The email content is partially visible, showing "To activate your account, please click on the button below to verify your email address. Zoom Logo Sign In Welcome to Zoom, diabetescoach8@gmail...". The email is dated 11:47 AM. Below it, several other emails are listed with dates ranging from Jul 22 to Feb 22.

9. 点击「启用帐户」



10. 输入您的姓氏和名字，建立一个密码，点击「我不是机器人」，然后点击「继续」。



Welcome to Zoom

Hello! To get started with Zoom we need a few details from you to create your free account.


First Name

Please enter your first name

Last Name

Password

Confirm Password

I'm not a robot 
reCAPTCHA
Privacy - Terms

Are you signing up on behalf of a primary or secondary (K-12) institution?
 Yes No

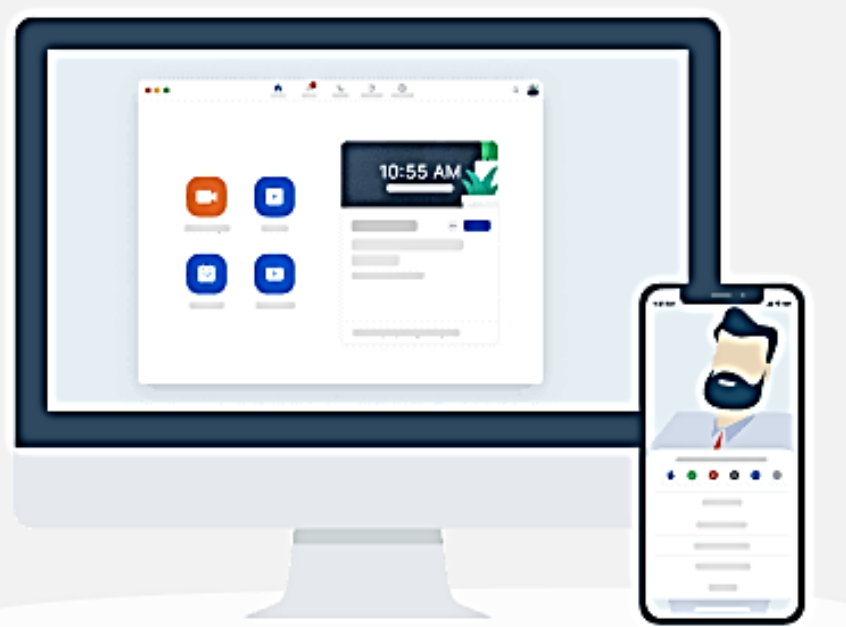
Continue

By signing up, I agree to the Zoom's Privacy Statement and Terms of Service.

您的密码是保密的，不要把密码告诉任何人。

Welcome to Zoom

Hello! To get started with Zoom we need a few details from you to create your free account.




First Name

Please enter your first name

Last Name

Password

Confirm Password

I'm not a robot 
reCAPTCHA
Privacy - Terms

Are you signing up on behalf of a primary or secondary (K-12) institution?
 Yes No

By signing up, I agree to the Zoom's Privacy Statement and Terms of Service.

如何记住密码的建议：

- 写下来并存放在安全的地方
- 如果情况容许，请使用 Notes 應用程式将它存储在您的手机中
- 如果两者都不适用，请仅告诉一位可信赖的人（例如配偶或孩子）分享

点击「跳过这一步」

x 不要提供其他
人士的电子邮件地址


Invite your colleagues to create their own free Zoom account today! [Why invite?](#)

name@domain.com

name@domain.com

name@domain.com

[Add another email](#)

I'm not a robot  reCAPTCHA
Privacy - Terms

[Invite](#) [Skip this step](#)

您的 Zoom 帐户已经开设妥当

Start your test meeting.

Excellent! Now it's time to start meeting.

Your personal meeting url:

<https://us04web.zoom.us/j/52327171692?pwd=OWJuNGw4aTFtemp0QXFKNE9kUU55UT09>

Start Meeting Now

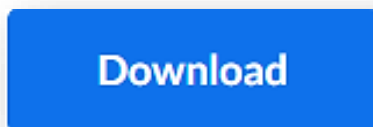
Go to My Account

从这里您可以:

1. 立即开始一个会议
2. 查看您的帐户

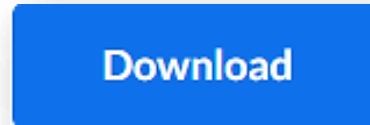
建立 Zoom 帐户：摘要

- 下载及安装 Zoom

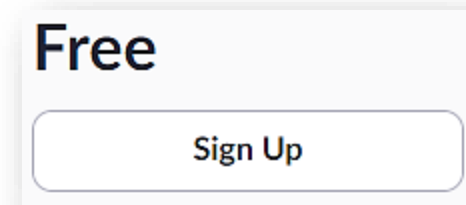


建立 Zoom 帐户：摘要

- 下载及安装 Zoom

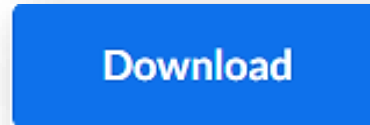


- 选择 Zoom 计划

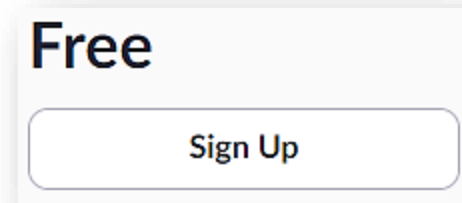


建立 Zoom 帐户：摘要

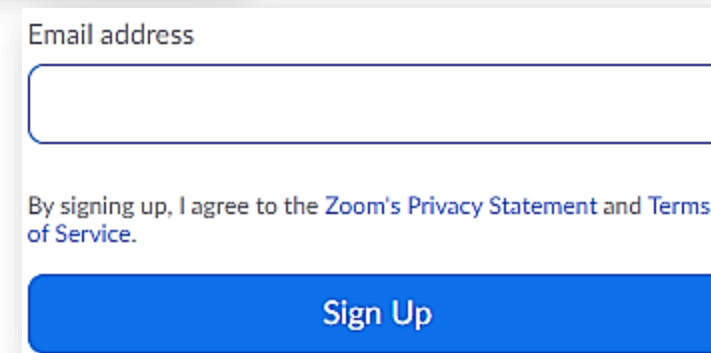
- 下载及安装 Zoom



- 选择 Zoom 计划

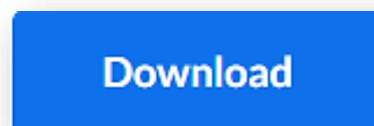


- 填写表格，进行注册

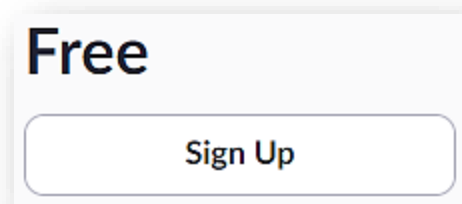
A registration form with a white background and a thin border. It contains an "Email address" label above a text input field. Below the input field is a line of text: "By signing up, I agree to the Zoom's Privacy Statement and Terms of Service." At the bottom of the form is a blue rectangular button with the text "Sign Up" in white.

建立 Zoom 帐户：摘要

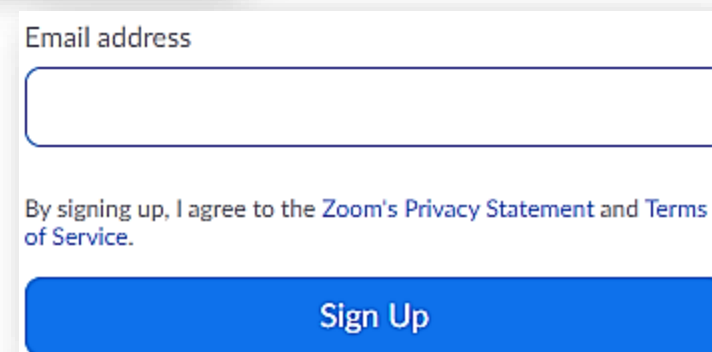
- 下载及安装 Zoom



- 选择 Zoom 计划



- 填写表格，进行注册

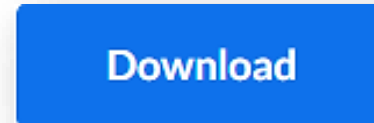
A registration form with a white background. At the top, the text "Email address" is followed by a text input field. Below the field, the text "By signing up, I agree to the Zoom's Privacy Statement and Terms of Service." is displayed. At the bottom of the form is a blue "Sign Up" button.

- 由您的电子邮件启用帐户

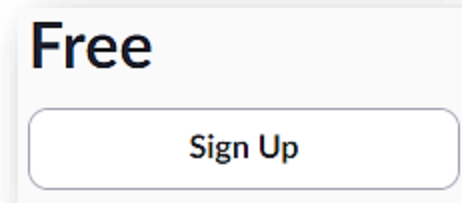


建立 Zoom 帐户：摘要

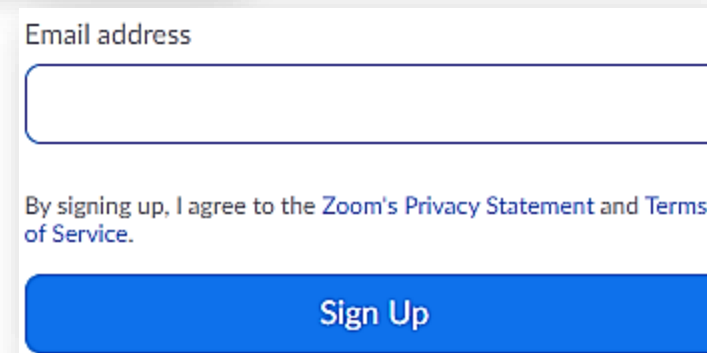
- 下载及安装 Zoom



- 选择 Zoom 计划



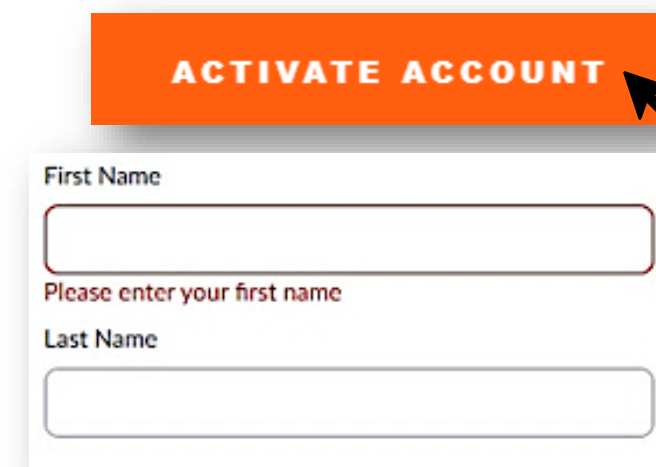
- 填写表格，进行注册

A registration form with a white background. It features a text input field labeled "Email address". Below the field is a line of text: "By signing up, I agree to the Zoom's Privacy Statement and Terms of Service." At the bottom of the form is a blue button labeled "Sign Up".

- 由您的电子邮件启用帐户

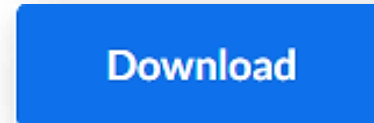


- 在帐户资料栏填写您的资料（不是私人细节）

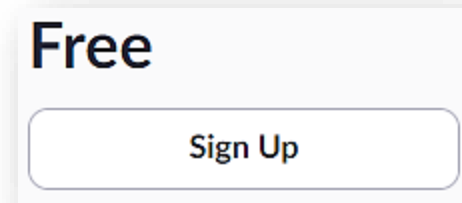
An activation and profile form. At the top is an orange button with the text "ACTIVATE ACCOUNT" and a mouse cursor icon. Below it are two text input fields. The first is labeled "First Name" and has a red error message below it: "Please enter your first name". The second is labeled "Last Name".

建立 Zoom 帐户：摘要

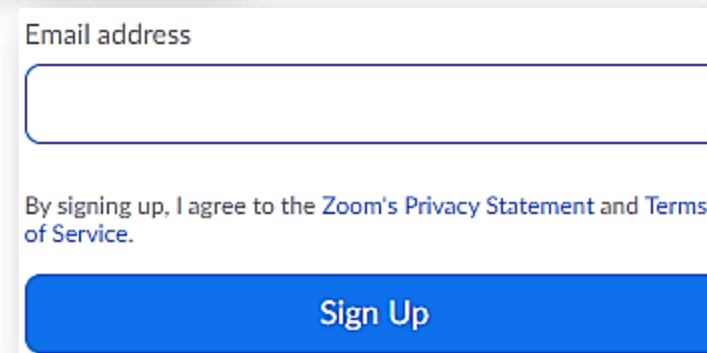
- 下载及安装 Zoom



- 选择 Zoom 计划



- 填写表格，进行注册

A registration form with an "Email address" label and an input field. Below the field is a checkbox with the text "By signing up, I agree to the Zoom's Privacy Statement and Terms of Service." and a blue "Sign Up" button.

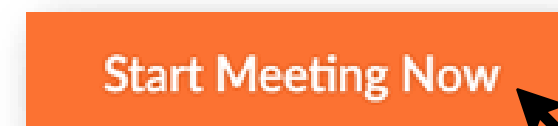
- 由您的电子邮件启用帐户



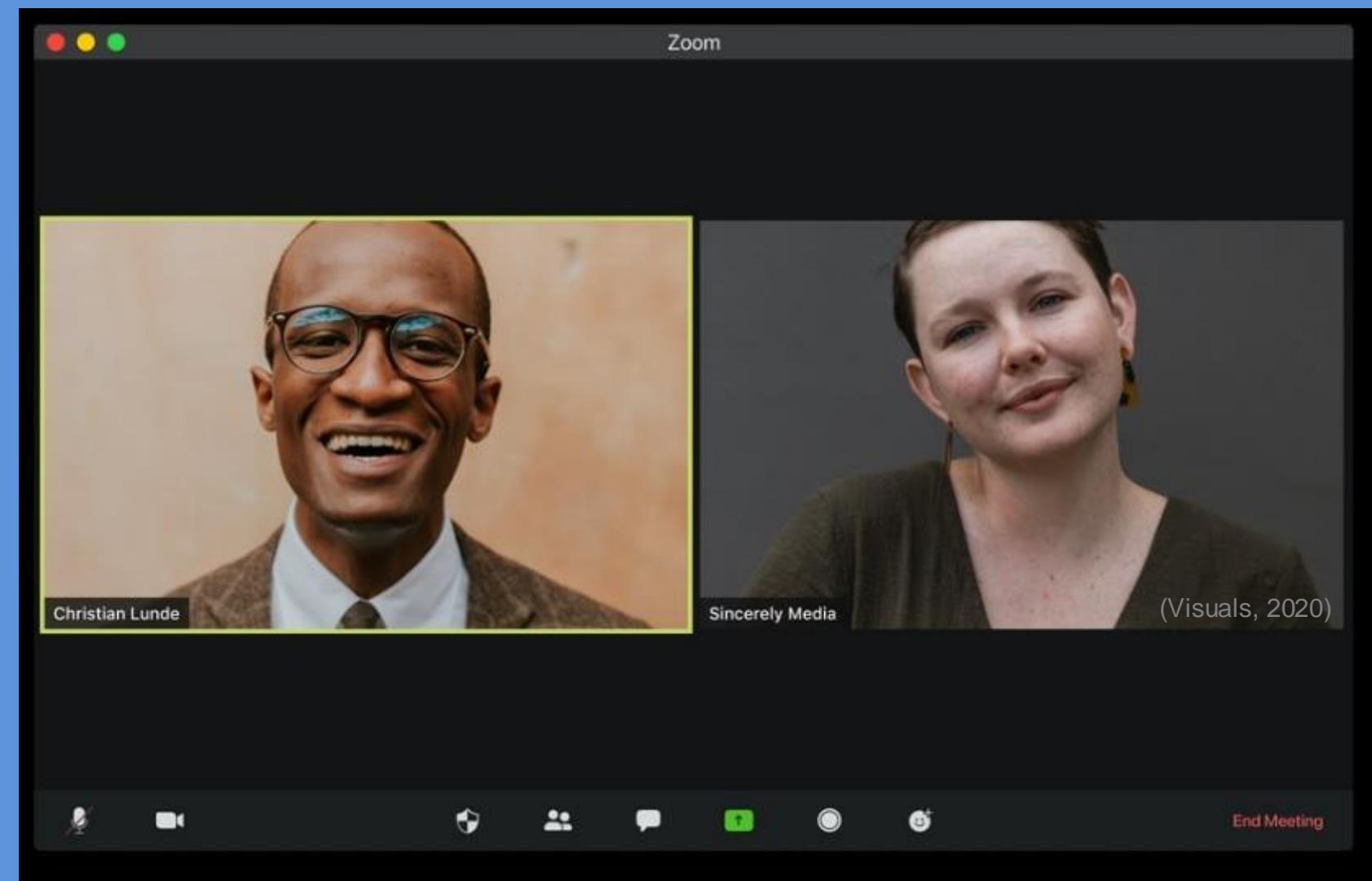
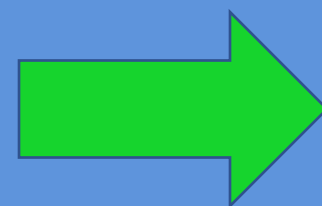
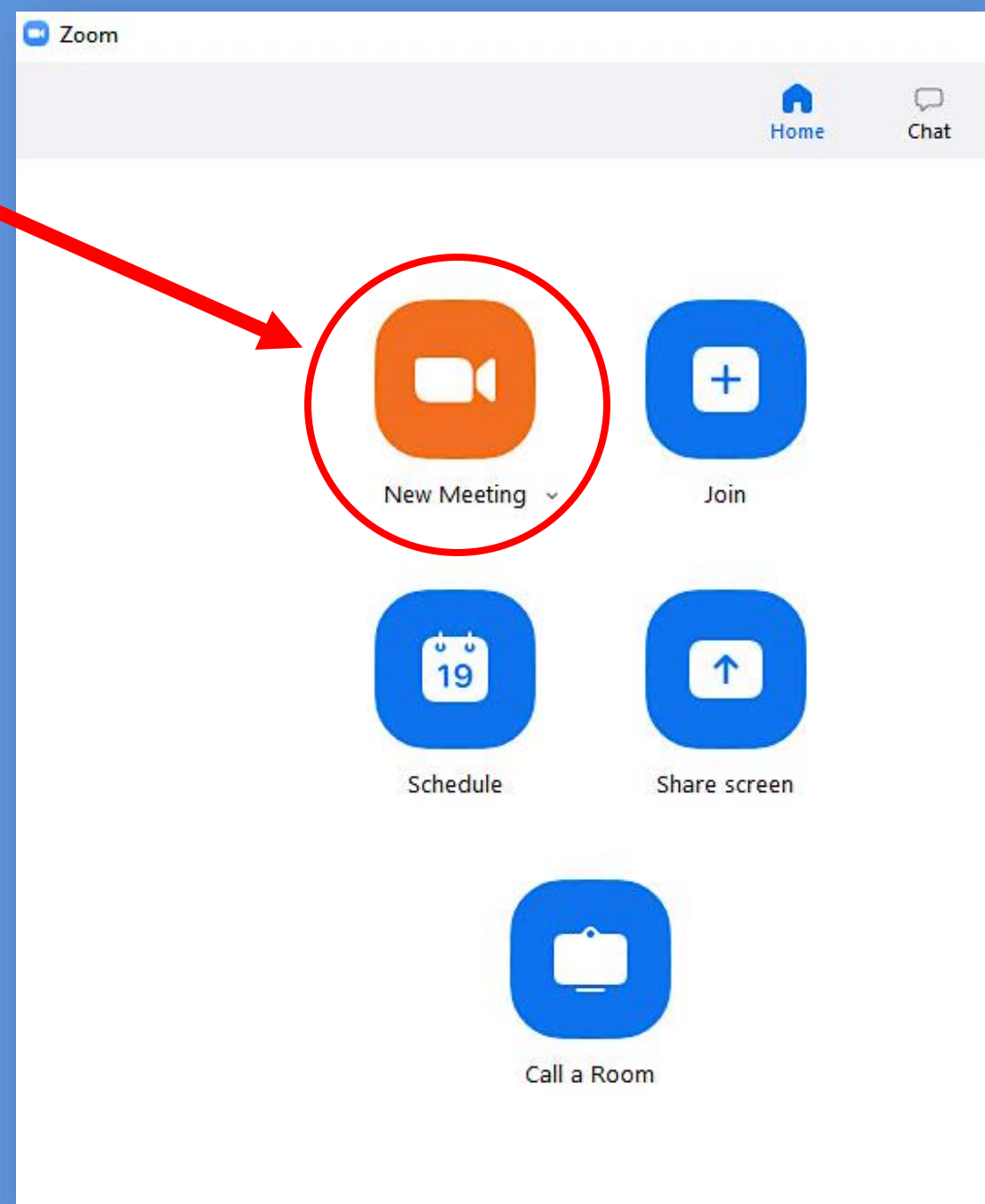
- 在帐户资料栏填写您的资料（不是私人细节）

An activation form with an orange "ACTIVATE ACCOUNT" button at the top. Below it are two input fields: "First Name" with a red error message "Please enter your first name" and "Last Name".

- 一切就绪，可以开始会议！



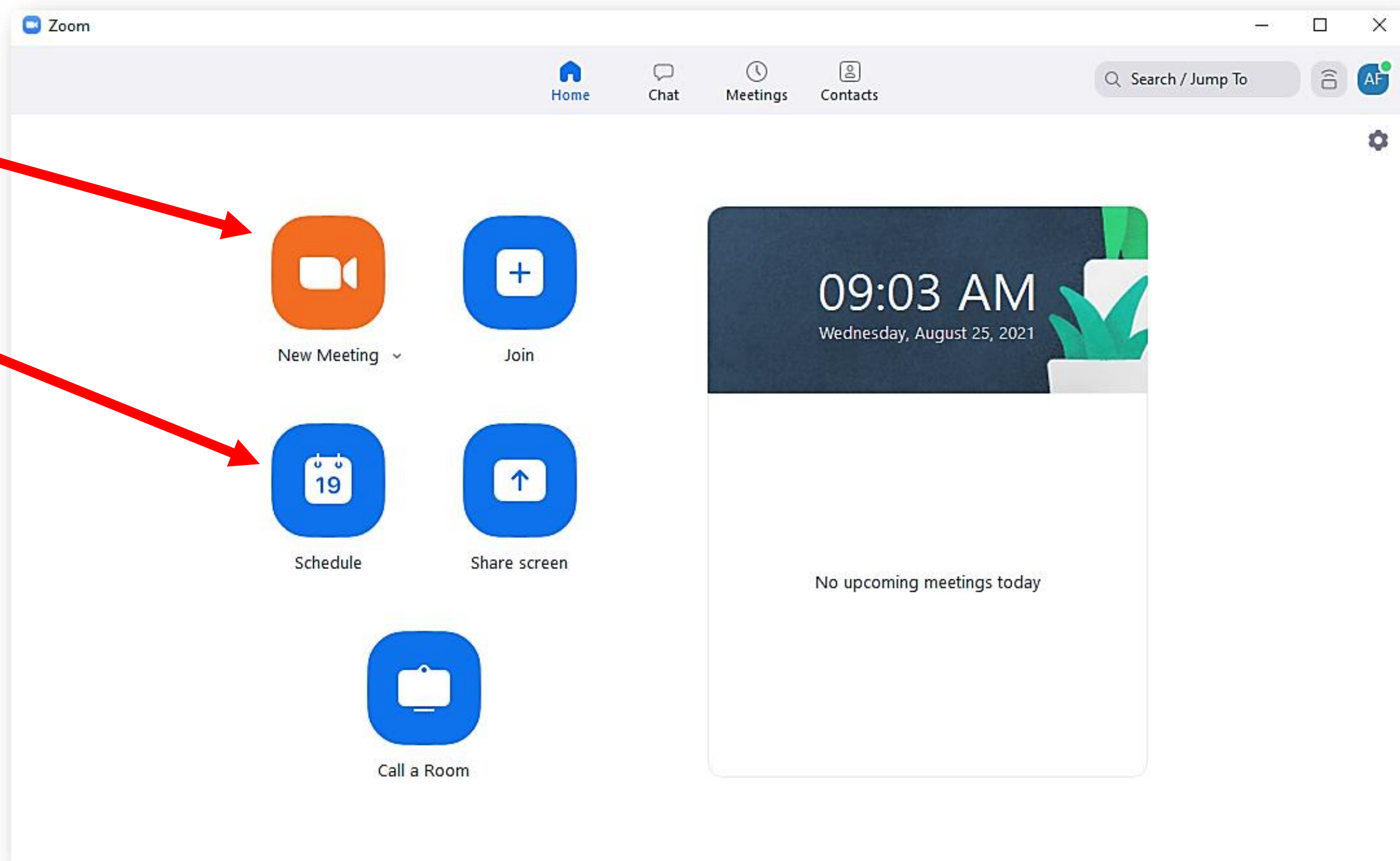
如何即时建立会议



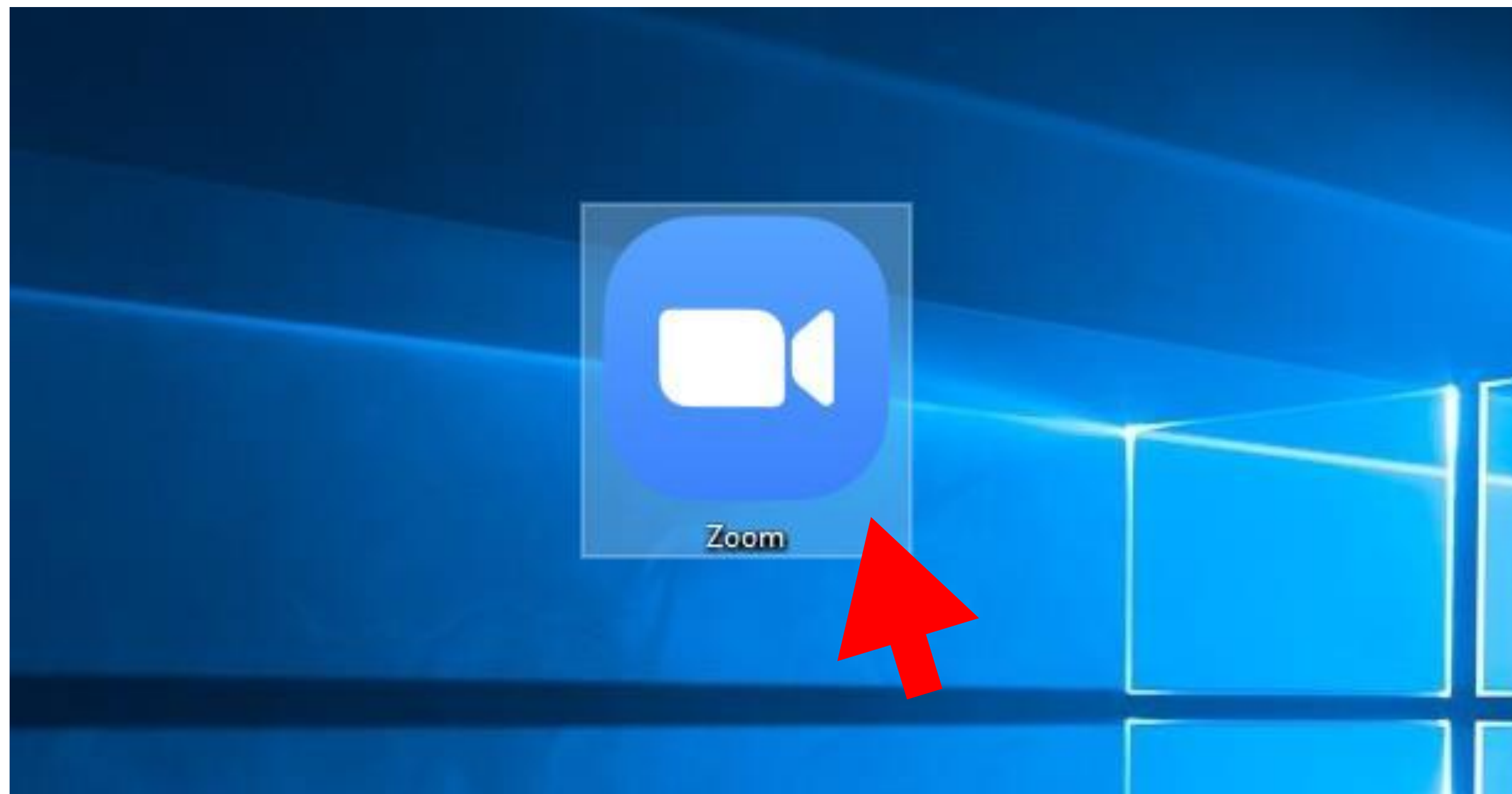
您可以建立两种会议：

1. 一个即时开始的新会议
2. 您可以编排一个在任何日子或时间开始的会议

例如，大家可以安排下周与自己的照顾者会面，讨论健康管理目标。



要即时开始会议，请打开 Zoom。



登入

Zoom Cloud Meetings

zoom
ca01web.zoom.us

Enter your email

Enter your password [Forgot?](#)

Sign In

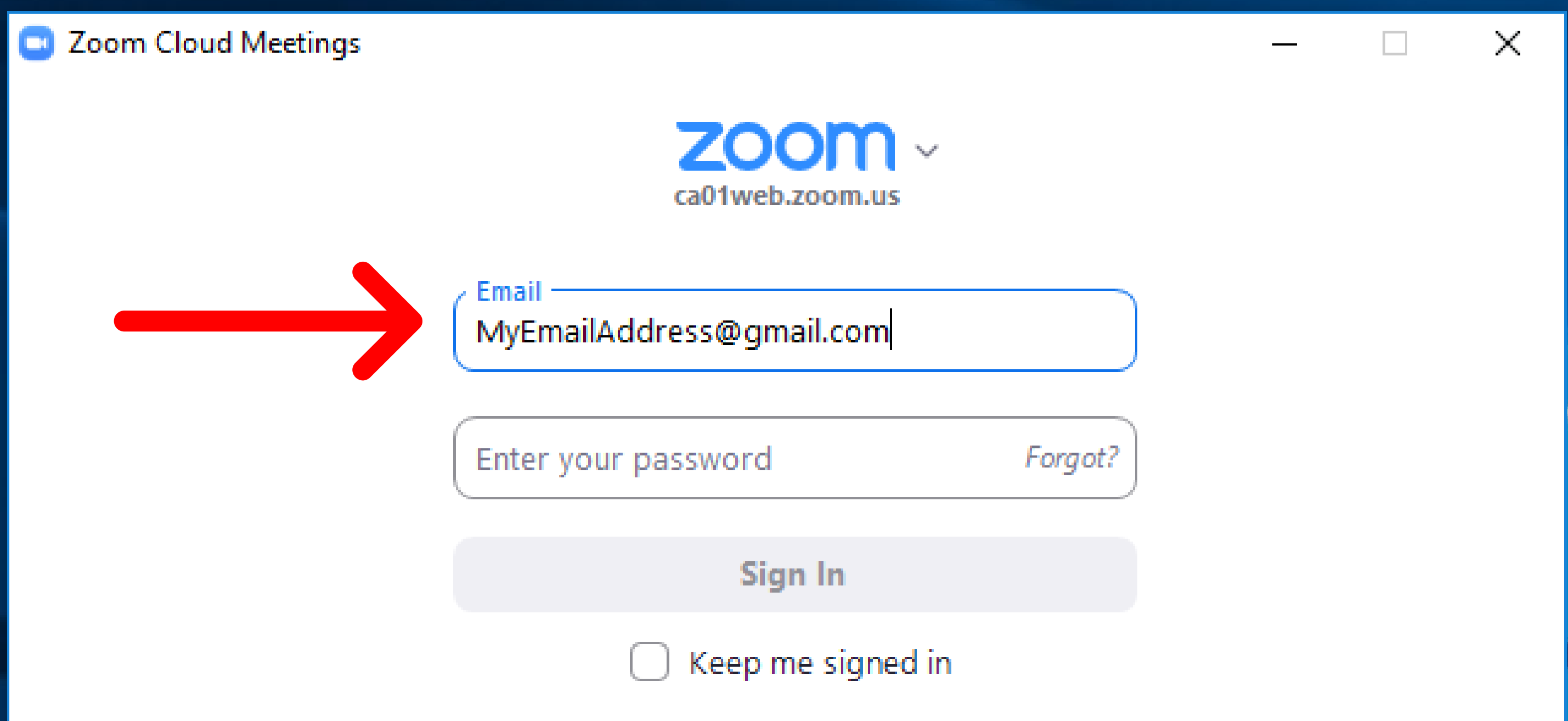
Keep me signed in

or sign in with

SSO Google Facebook

< Back [Sign Up](#)

输入您的电子邮件地址



Zoom Cloud Meetings

zoom
ca01web.zoom.us

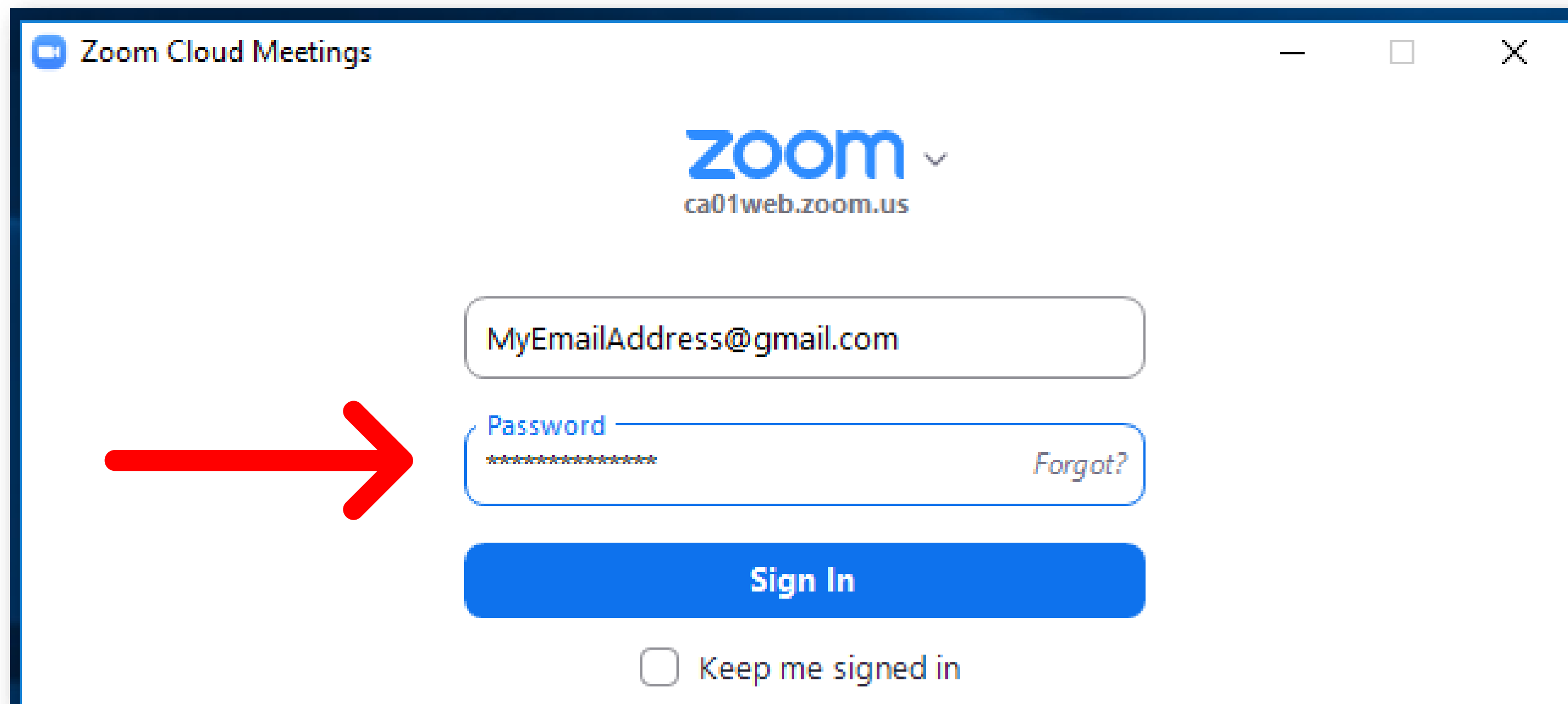
Email
MyEmailAddress@gmail.com

Enter your password [Forgot?](#)

Sign In

Keep me signed in

输入您的密码



Zoom Cloud Meetings

zoom
ca01web.zoom.us

MyEmailAddress@gmail.com

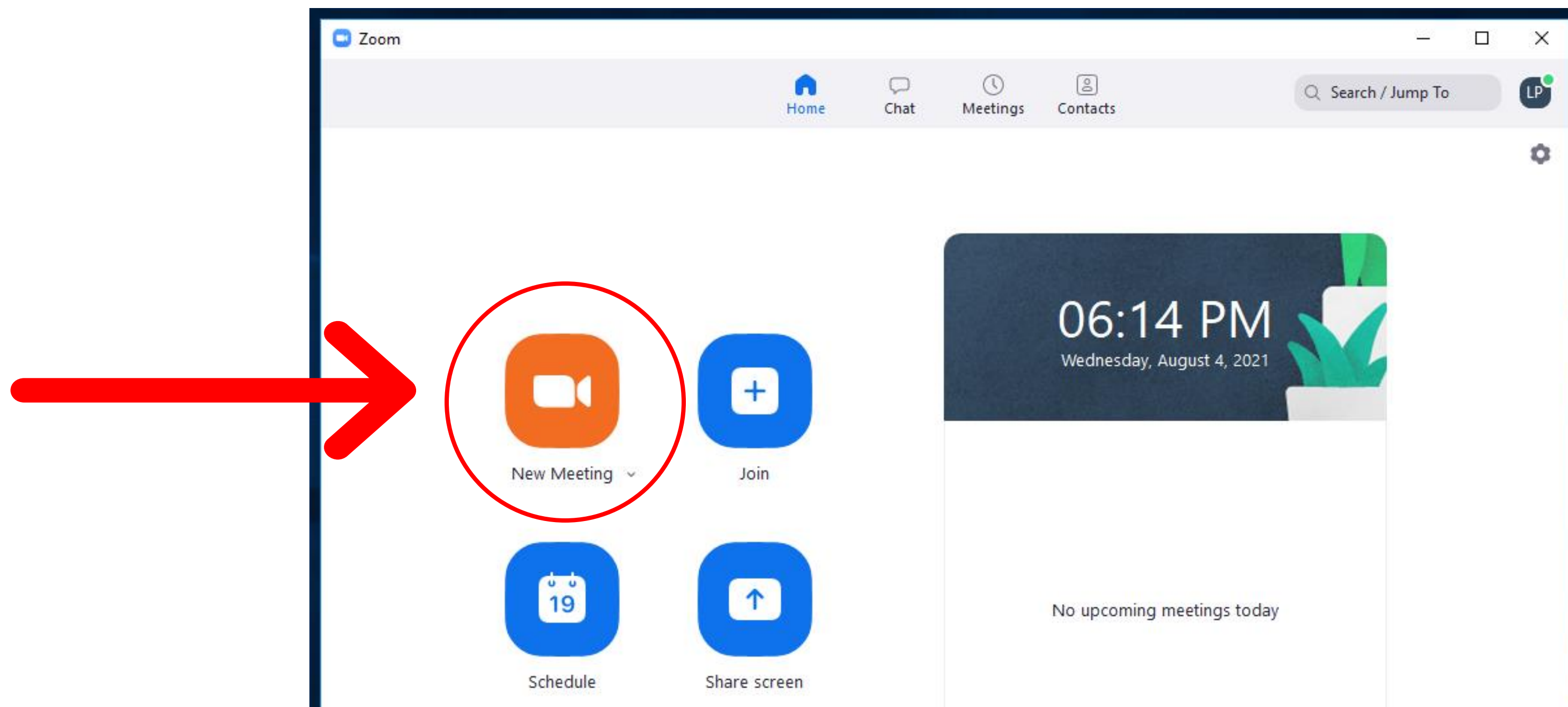
Password

[Forgot?](#)

Sign In

Keep me signed in

要即时开始会议，点击「新会议」。



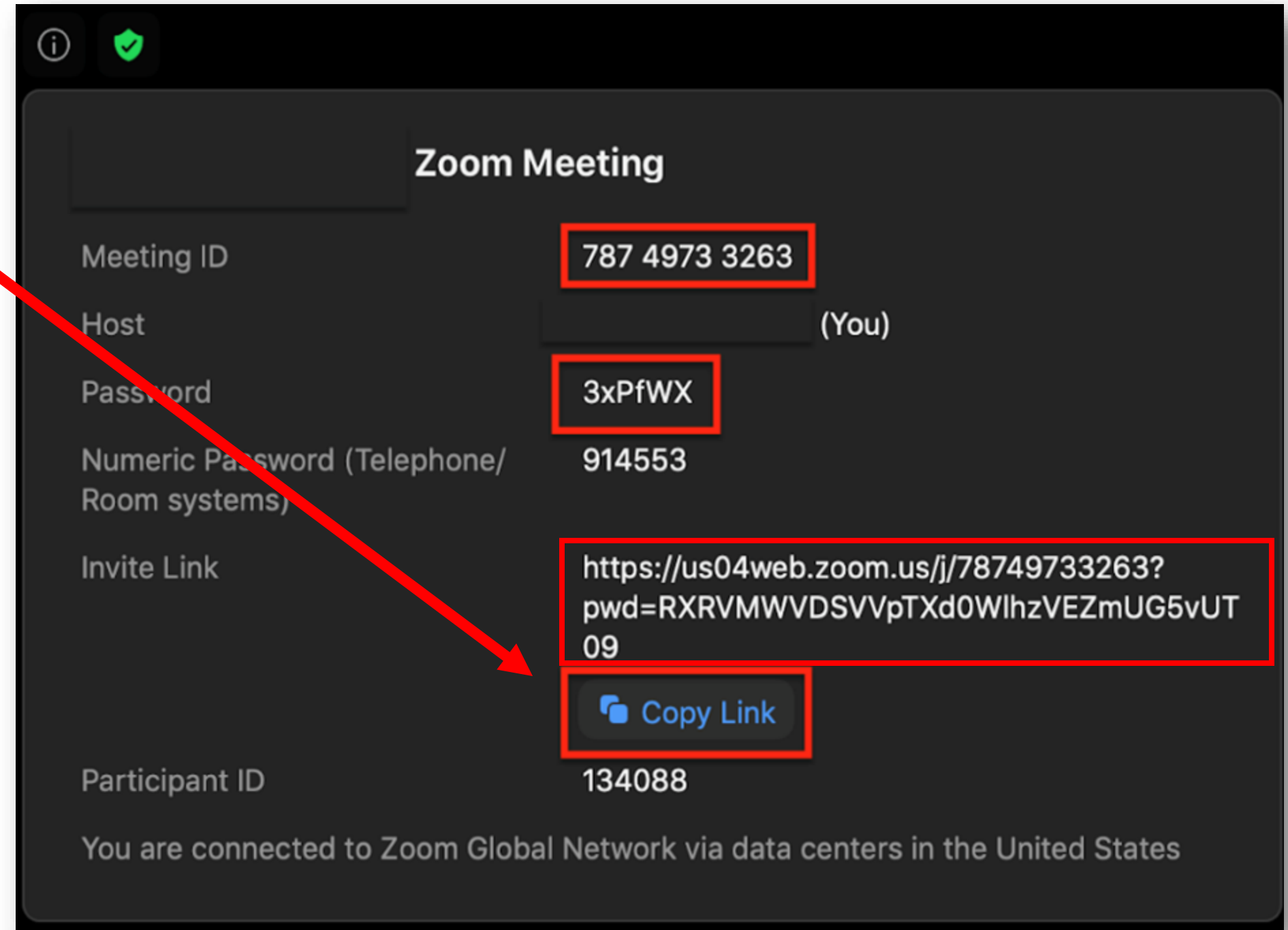
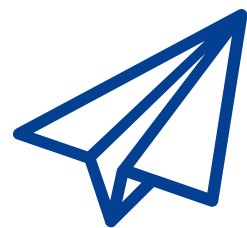
在屏幕的左上角，您可以看到一个「信息」按钮。①



复制 Zoom 会议链接，它会保存：

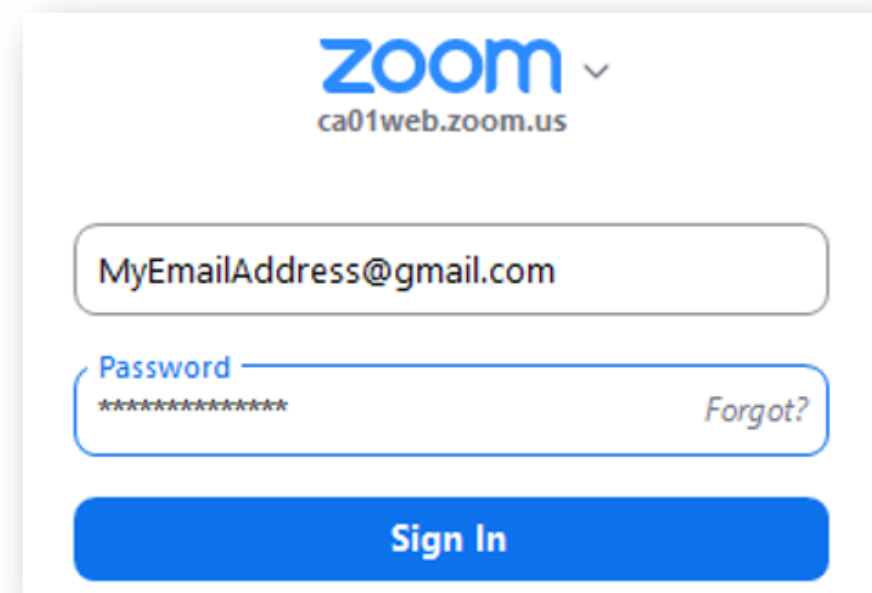
- 会议链接
- 会议编号
- 密码

现在您可以通过电子邮件将会议链接发送给其他人！



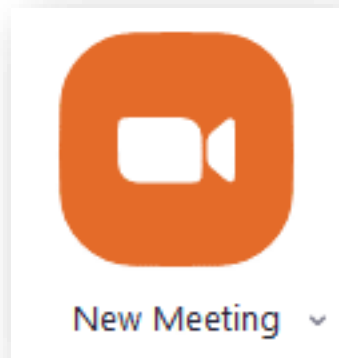
如何即时建立会议：摘要

- 下载，安装和登入您的 Zoom 帐户

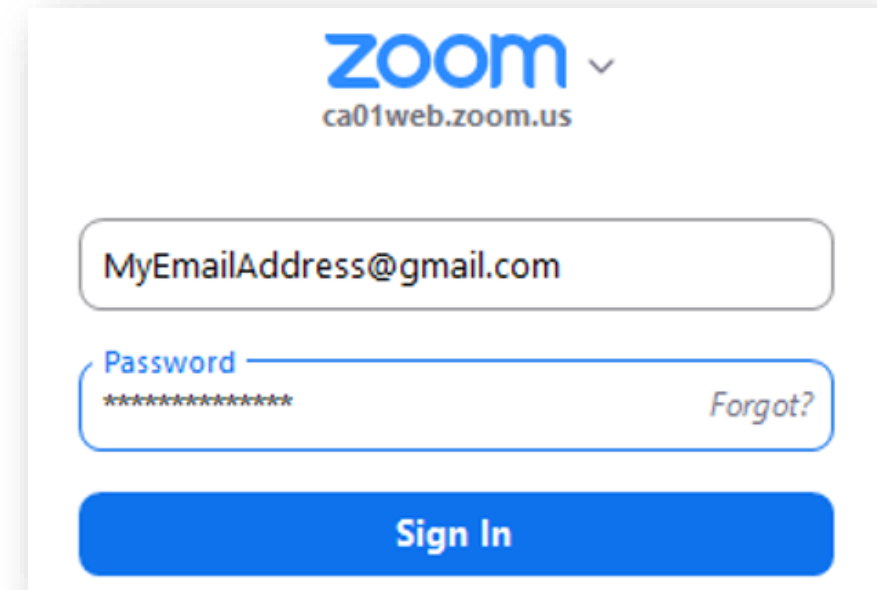
A screenshot of the Zoom login page. At the top, the Zoom logo is displayed in blue, with a small downward arrow to its right, and the URL 'ca01web.zoom.us' is shown below it. Below the logo is a white rounded rectangle containing the login fields. The first field is for the email address, with the placeholder text 'MyEmailAddress@gmail.com'. The second field is for the password, with the placeholder text 'Password' and a series of asterisks '*****' below it. To the right of the password field is a link labeled 'Forgot?'. At the bottom of the form is a blue button with the text 'Sign In' in white.

如何即时建立会议：摘要

- 下载，安装和登入您的 Zoom 帐户

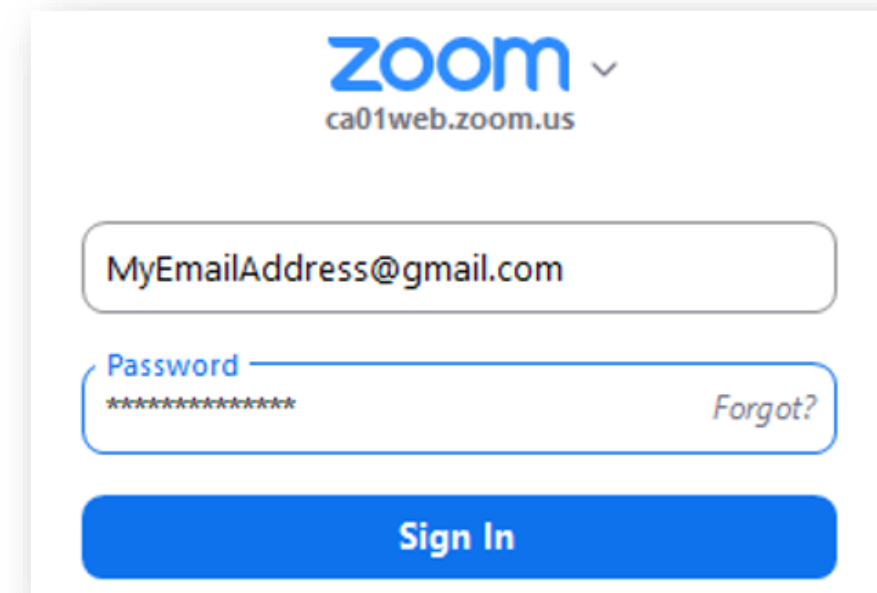


- 选择「新会议」

The image shows a login form for Zoom. At the top left is the Zoom logo in blue, with a small downward chevron to its right, and the URL "ca01web.zoom.us" below it. Below the logo is a text input field containing "MyEmailAddress@gmail.com". Underneath that is a password input field with the label "Password" in blue, a masked password "*****" in black, and a "Forgot?" link in blue to the right. At the bottom of the form is a large blue button with the text "Sign In" in white.

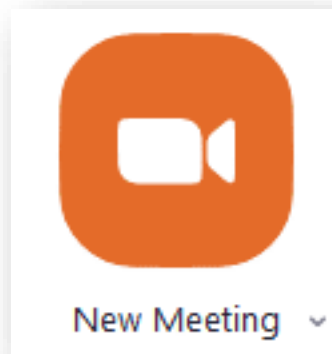
如何即时建立会议：摘要

- 下载，安装和登入您的 Zoom 帐户

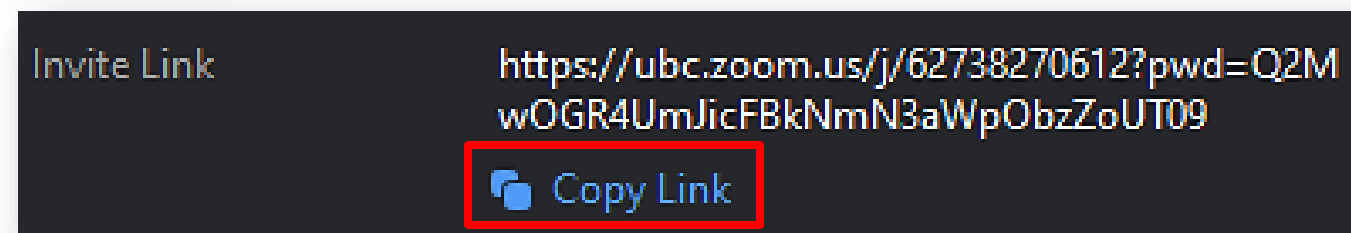


The image shows the Zoom login interface. At the top is the Zoom logo and the URL 'ca01web.zoom.us'. Below that is a text input field containing 'MyEmailAddress@gmail.com'. Underneath is a password field with a masked password '*****' and a 'Forgot?' link. At the bottom is a blue 'Sign In' button.

- 选择「新会议」

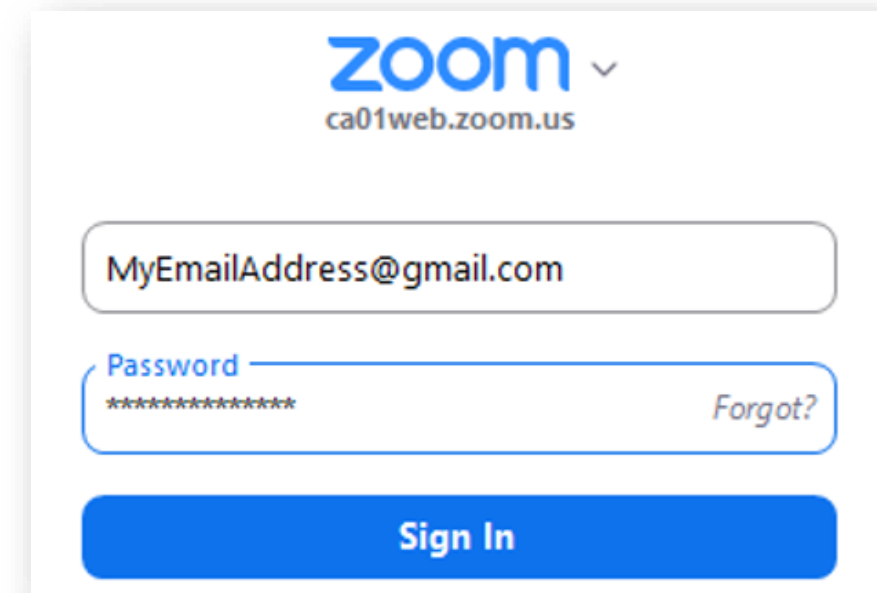


- 复制您的会议链接



如何即时建立会议：摘要

- 下载，安装和登入您的Zoom 帐户



zoom
ca01web.zoom.us

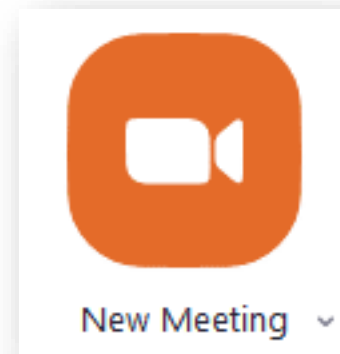
MyEmailAddress@gmail.com

Password

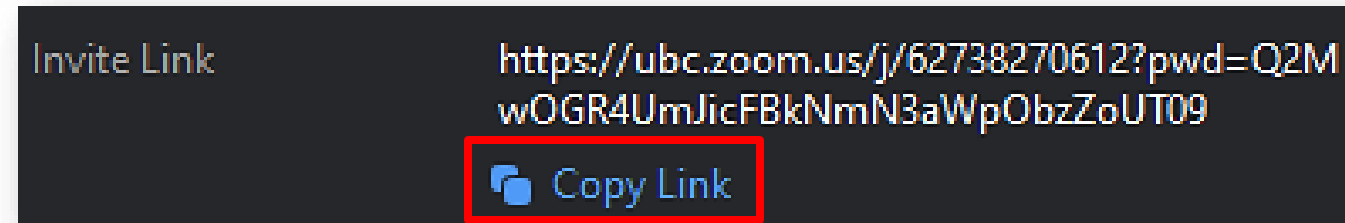
Forgot?

Sign In

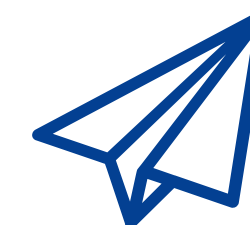
- 选择「新会议」



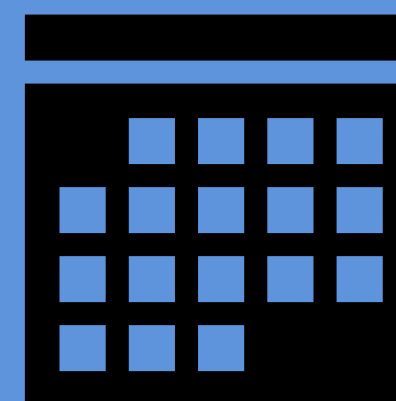
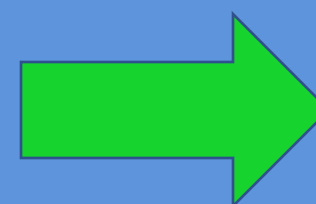
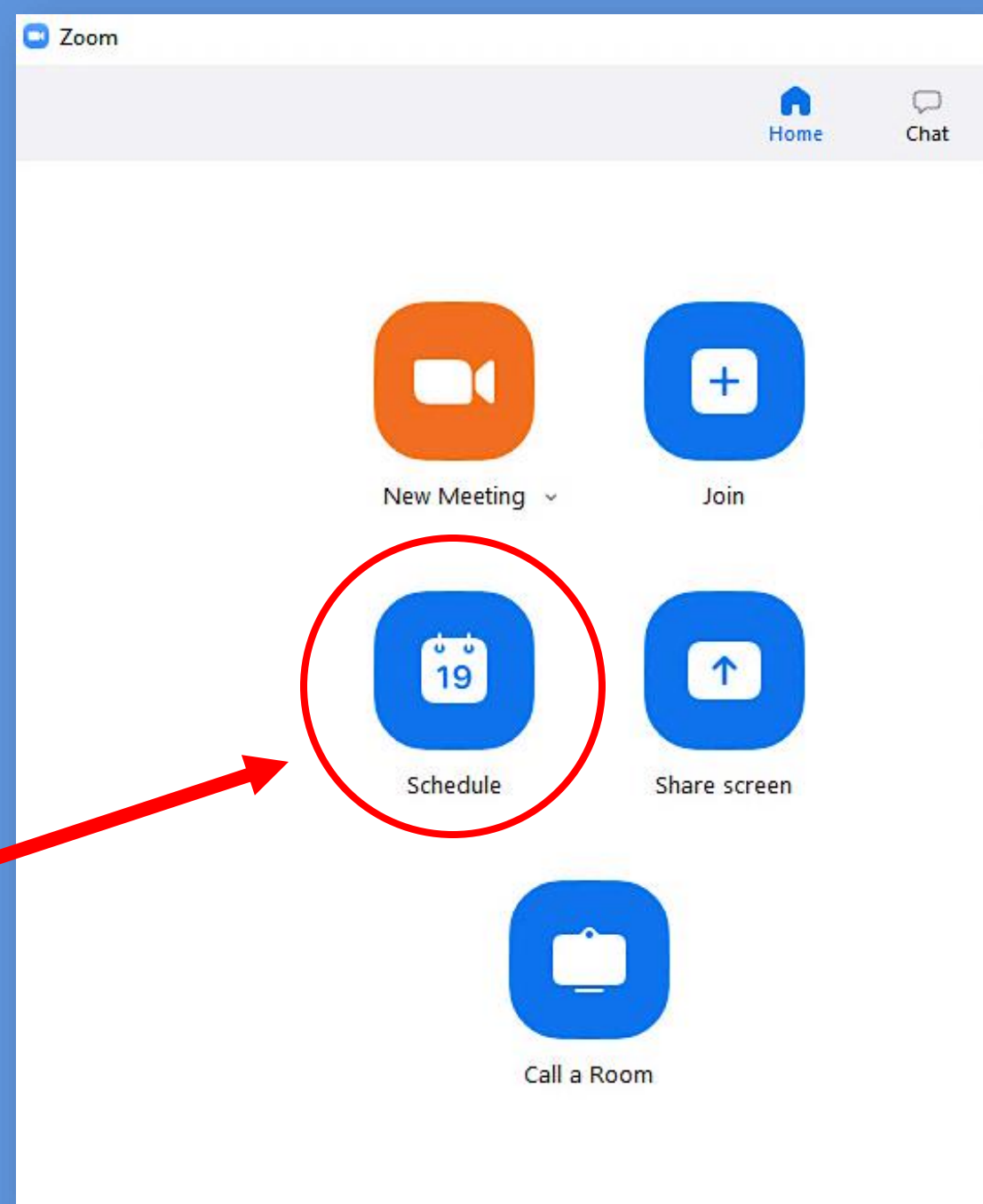
- 复制您的会议链接



- 通过电子邮件将会议链接发送给其他人



编排以后的会议



视频：如何排程会议

The screenshot displays the Zoom meeting scheduling page. The browser address bar shows 'zoom.us/meeting/schedule'. The page includes a search bar, navigation links like 'SCHEDULE A MEETING', and a sidebar with options such as 'Personal Audio Conference', 'Recordings', and 'Settings'. The main content area is a form for scheduling a meeting, with fields for 'Description (Optional)', 'When' (date and time), 'Duration' (1 hr, 0 min), and 'Time Zone' (GMT-7:00 Pacific Time). It also features a 'Recurring meeting' section with a 'Daily' recurrence pattern and an end date of '07/06/2020'. A video player at the bottom shows a woman speaking, with a progress bar at 0:21 / 1:15. The video title is '#Zoom #OnZoom #MeetHappy How to Schedule a Zoom Meeting' and it has 1,380,315 views as of Jul 16, 2020. Engagement metrics show 870 likes and 153 comments.

建立 Zoom 帐户

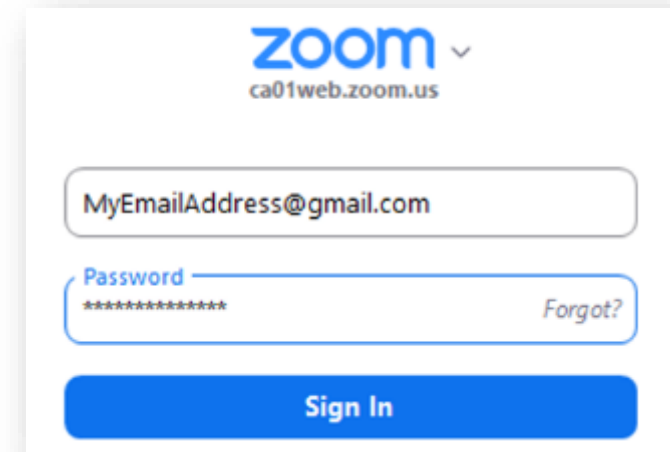
如何即时建立会议

编排以后的会议

摘要

编排以后的会议：摘要

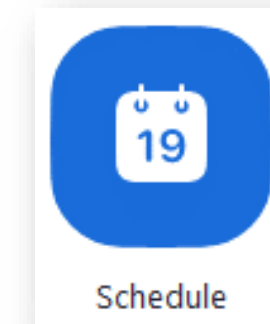
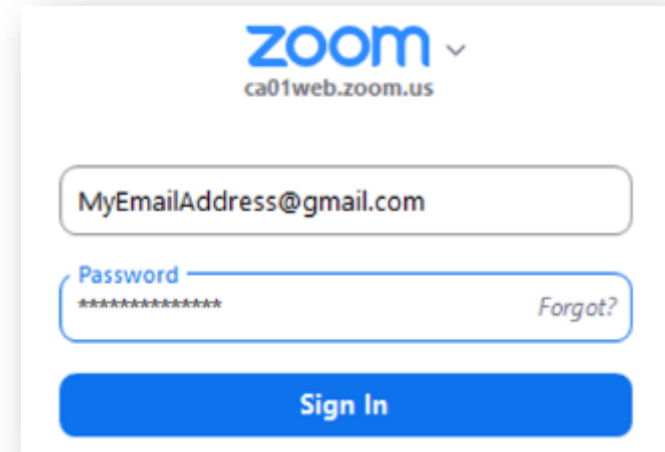
- 开启并登入 Zoom



The image shows a Zoom login interface. At the top, the Zoom logo is displayed in blue, with a small downward arrow to its right, and the URL 'ca01web.zoom.us' is shown below it. Below the logo is a white input field containing the placeholder text 'MyEmailAddress@gmail.com'. Underneath that is another white input field for the password, with the label 'Password' in blue on the left, a series of asterisks '*****' in the middle, and a blue link 'Forgot?' on the right. At the bottom of the form is a prominent blue button with the white text 'Sign In'.

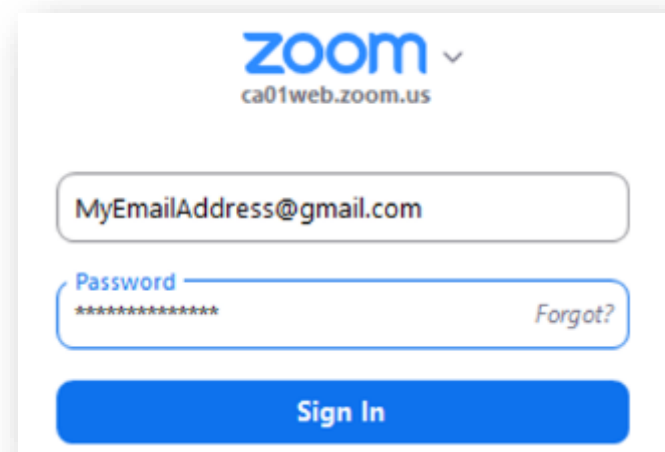
编排以后的会议：摘要

- 开启并登入 Zoom
- 选择「排程」建立会议并设定日期和时间

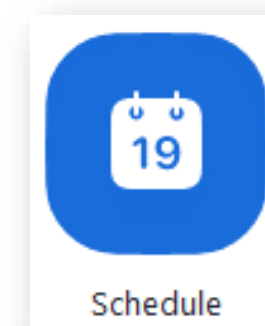


编排以后的会议：摘要

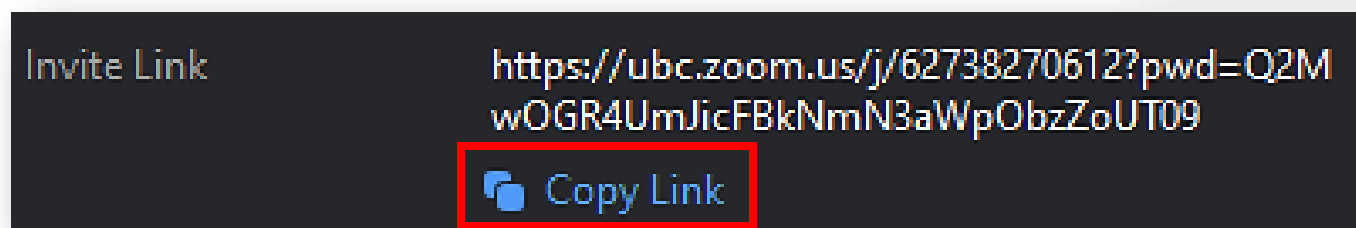
- 开启并登入 Zoom



- 选择「排程」建立会议并设定日期和时间

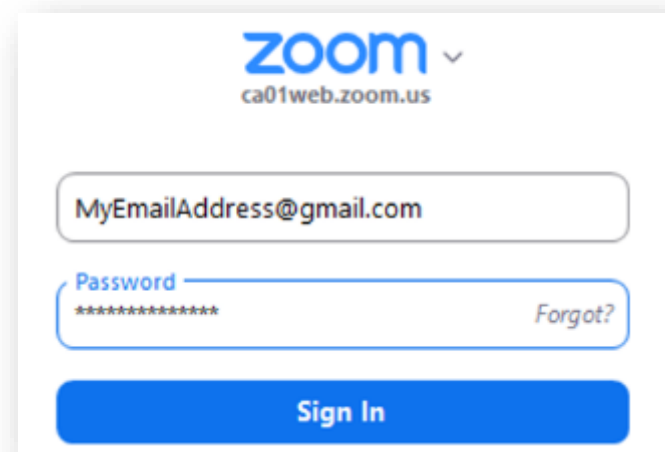


- 复制您的会议链接

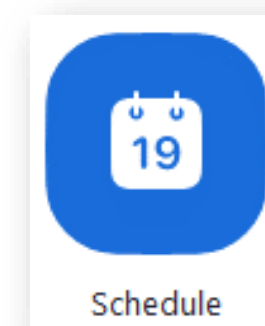


编排以后的会议：摘要

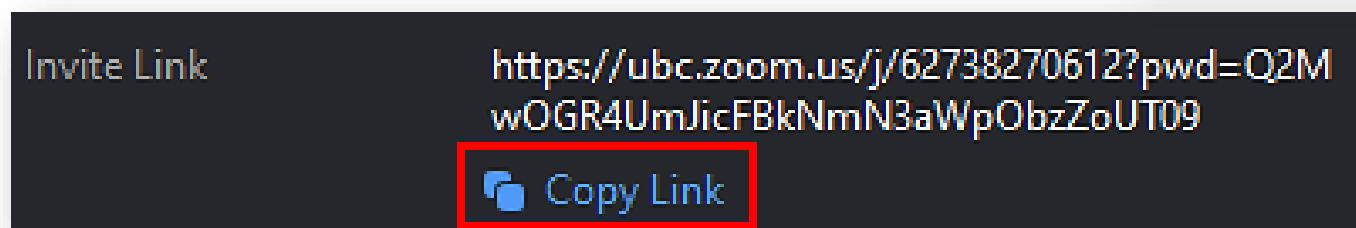
- 开启并登入 Zoom



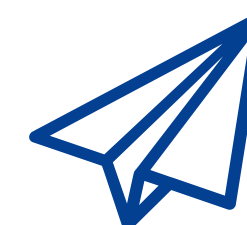
- 选择「排程」建立会议并设定日期和时间



- 复制您的会议链接



- 通过电子邮件将会议链接发送给其他人



摘要



(Montgomery, 2020)

建立 Zoom 帐户

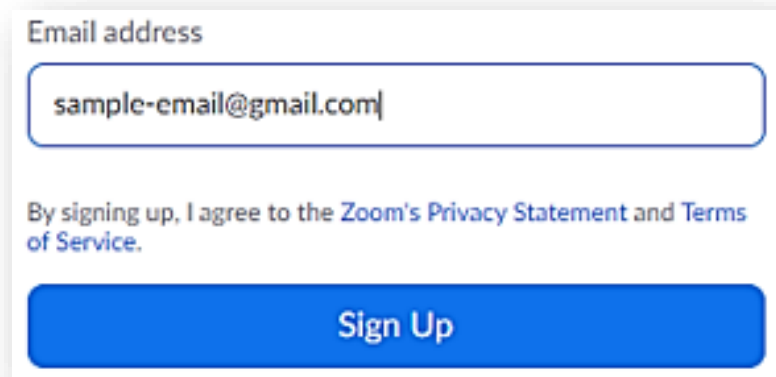
如何即时建立会议

编排以后的会议

摘要

我们学会了：

建立 Zoom 帐户

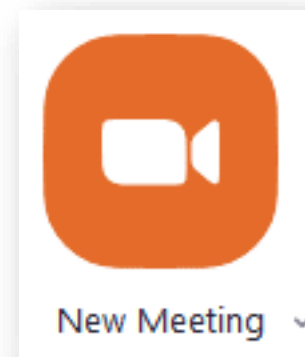


Email address
sample-email@gmail.com

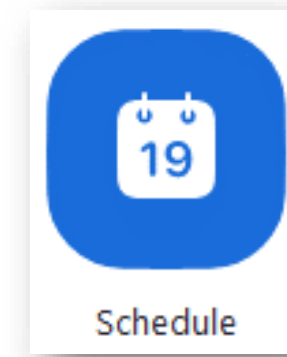
By signing up, I agree to the Zoom's Privacy Statement and Terms of Service.

Sign Up

即时建立会议

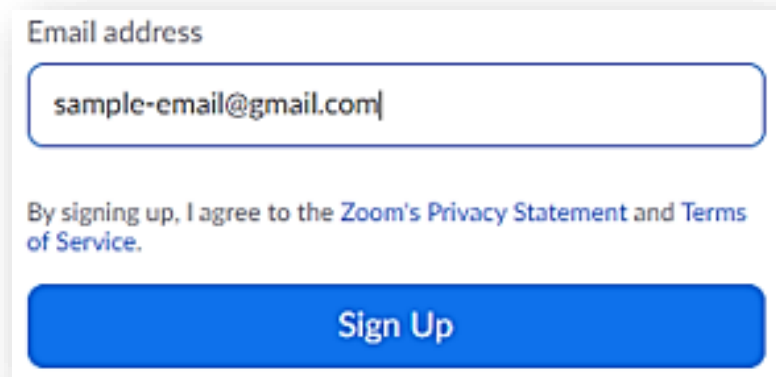


编排以后的会议



我们学会了：

建立 Zoom 帐户

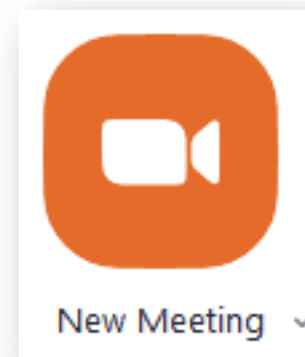


Email address
sample-email@gmail.com

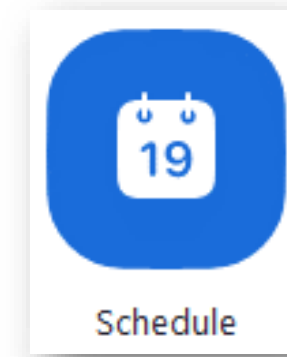
By signing up, I agree to the Zoom's Privacy Statement and Terms of Service.

Sign Up

即时建立会议



编排以后的会议



如果您对举行 Zoom 会议感兴趣，这些技能会非常有用。组织会议可能包括与您的照顾者会谈或与支援小组的朋友进行群组通话。

问题?

以下是使用Zoom 进行健康管理的免费资源的例子:

- **「安康」健康网络慢性病管理 Zoom 网络研讨会** (<https://iconproject.org/events/>)
 - 参观我们的网站, 了解即将举行的活动! 过去的网络研讨会健康主题包括在家中应对慢性疾病、关节炎和骨质疏松症、中风、心血管疾病和糖尿病、健康饮食等!
 - **卑诗自我管理协会 (Self Management BC) 的网上项目**
(<https://www.selfmanagementbc.ca/virtualself-managementprograms>)
 - 一系列关于自我管理主题的6个Zoom 研讨会, 包括慢性病、慢性疼痛、糖尿病和癌症
- **卑诗疼痛协会 (Pain BC) 网上疼痛支援和健康小组**
(<https://painbc.ca/about/programs/pain-support-wellness-groups>)
 - Zoom 支援小组由一位有类似经历的「同路人」主持, 该主持人会向参加者提供关于疼痛的讯息以及应对疼痛的技巧;参加者置身于有共同经历的群体当中, 从而感觉更有信心与能力面对挑战。
- **卑诗照顾者协会(Family Caregivers of BC) 网上支援小组**
(<https://www.familycaregiversbc.ca/family-caregiver-support-groups/>)
 - 每月进行两次的 Zoom 支援小组, 把卑诗省的人们就照顾家人或朋友的共同经历联系起来

资料来源

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图像来源清单

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- Note: screen captures were provided by Peteherych, L on slides 4-5, 27-33.
- Note: screen captures were provided by iCON on slides 6-26, 34-43, 45.

再次感谢：



THE UNIVERSITY OF BRITISH COLUMBIA
Department of Emergency Medicine
Faculty of Medicine

感谢卑诗省卫生厅「患者为伴」计划的支持！



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