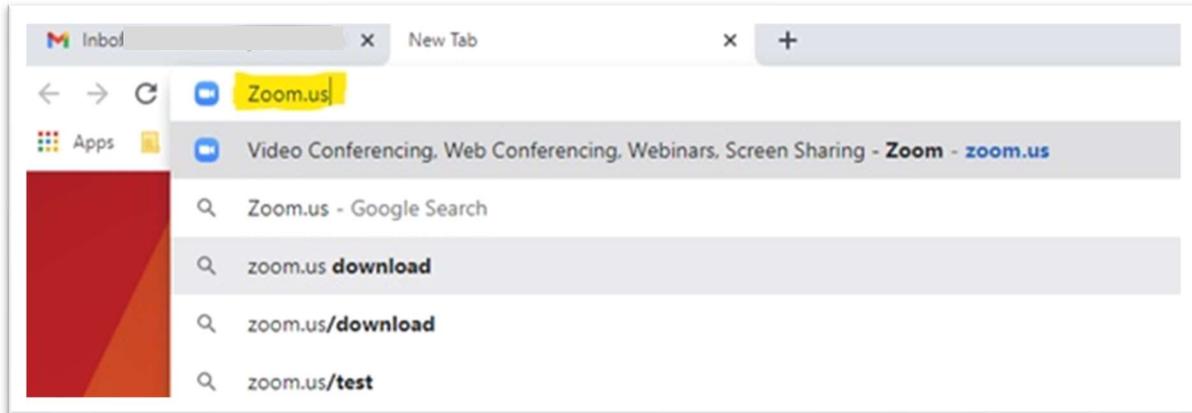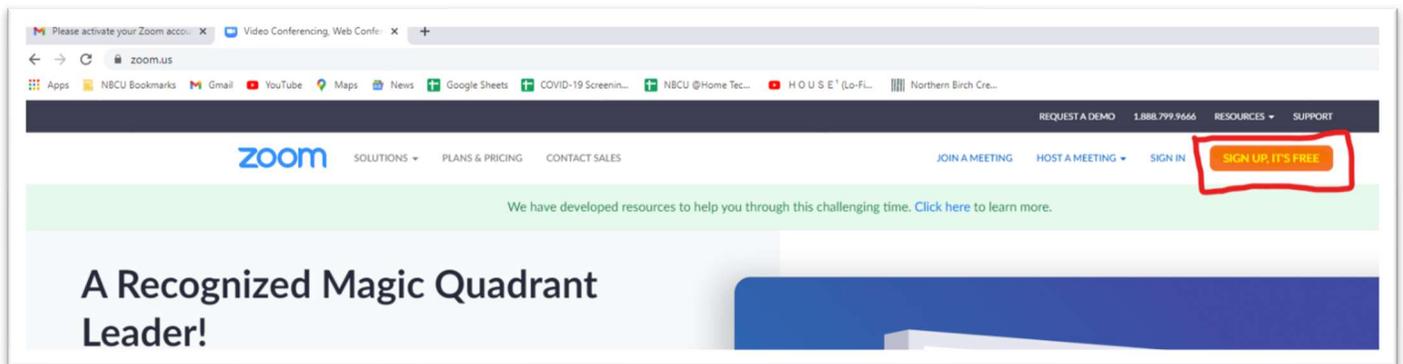# How to Create a Zoom Account – for Windows Computers

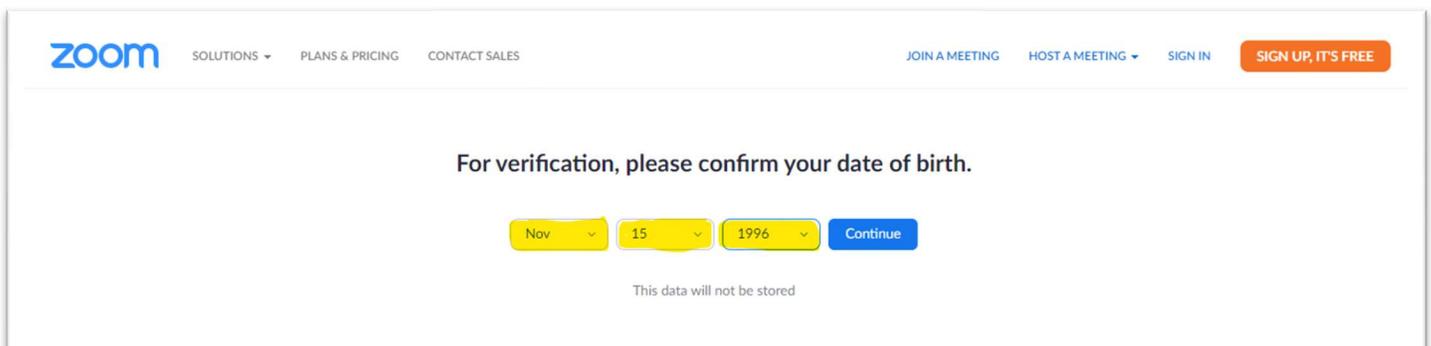1. Open your internet browser (Chrome, Internet Explorer, etc.), enter "Zoom.us" in the navigation bar at the top of the screen, and press "Enter."
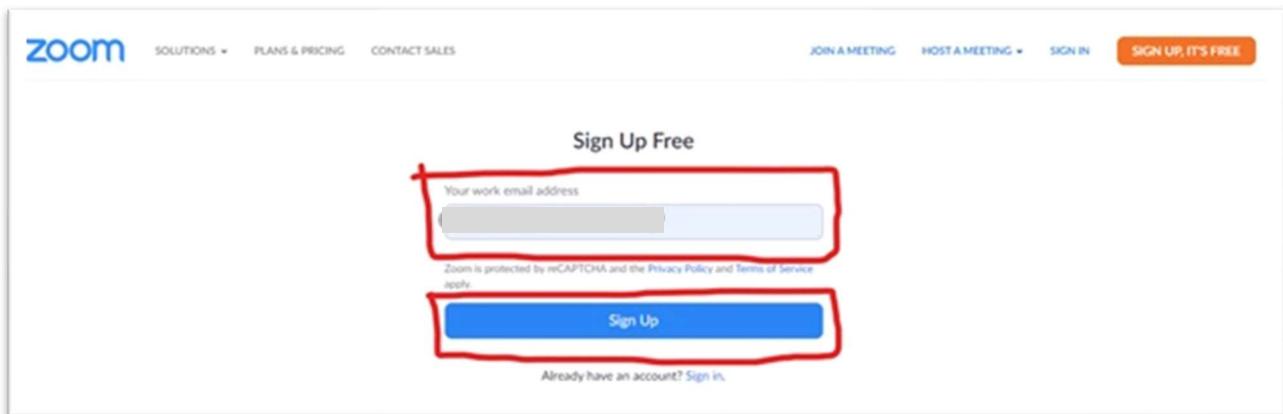

2. Once on the "Zoom" homepage, click the "Sign Up" button found in the top-right corner.
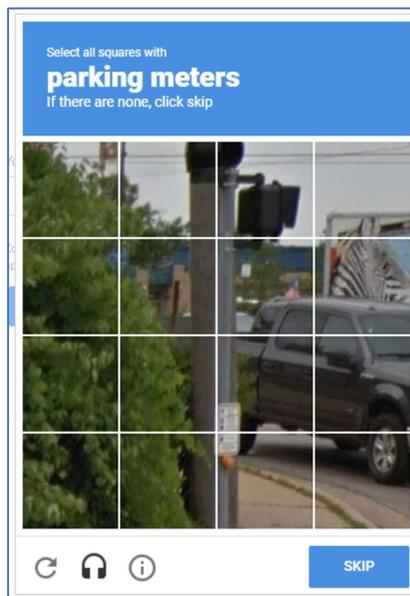

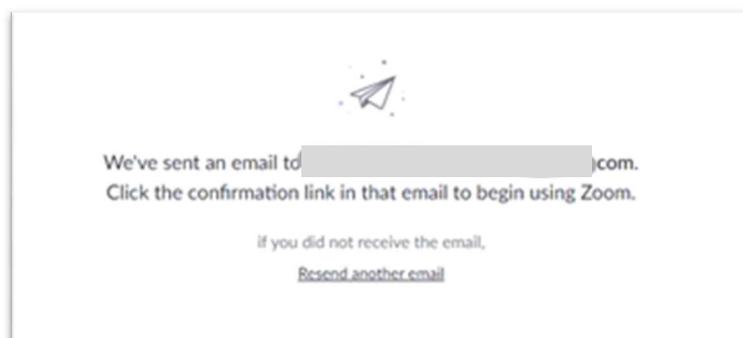3. Enter your date of birth in using the drop-down menus, and press "Continue."

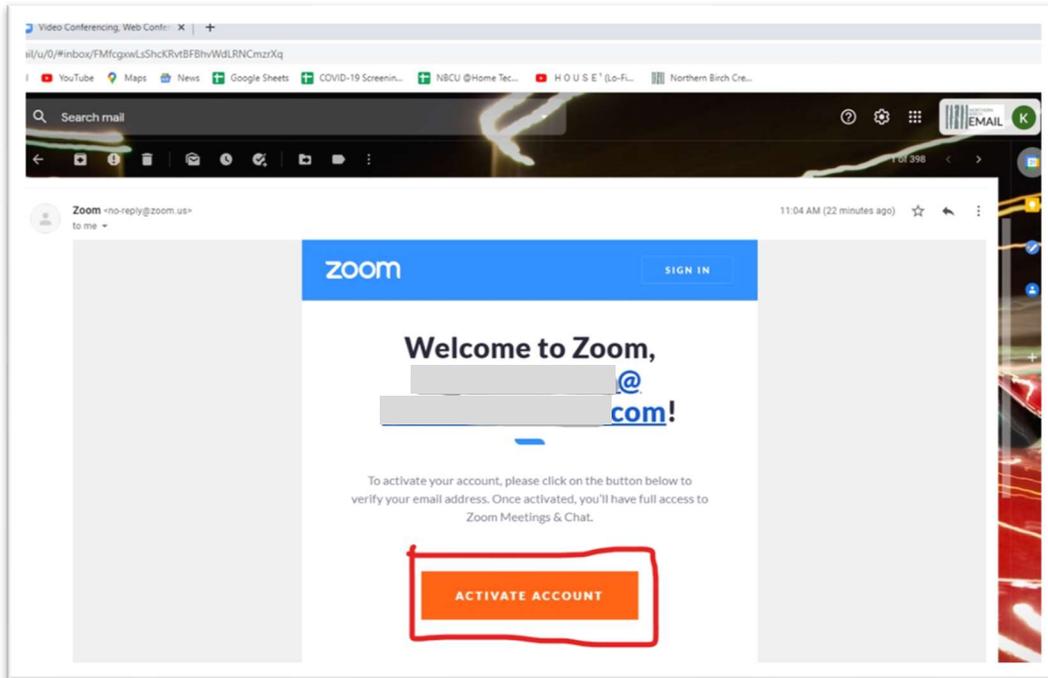4. Enter your email address, and press "Sign Up."

5. If prompted, follow the instructions of the "not a robot" test, such as that below, and click "Verify". (If the item described is not pictured, click "Skip")
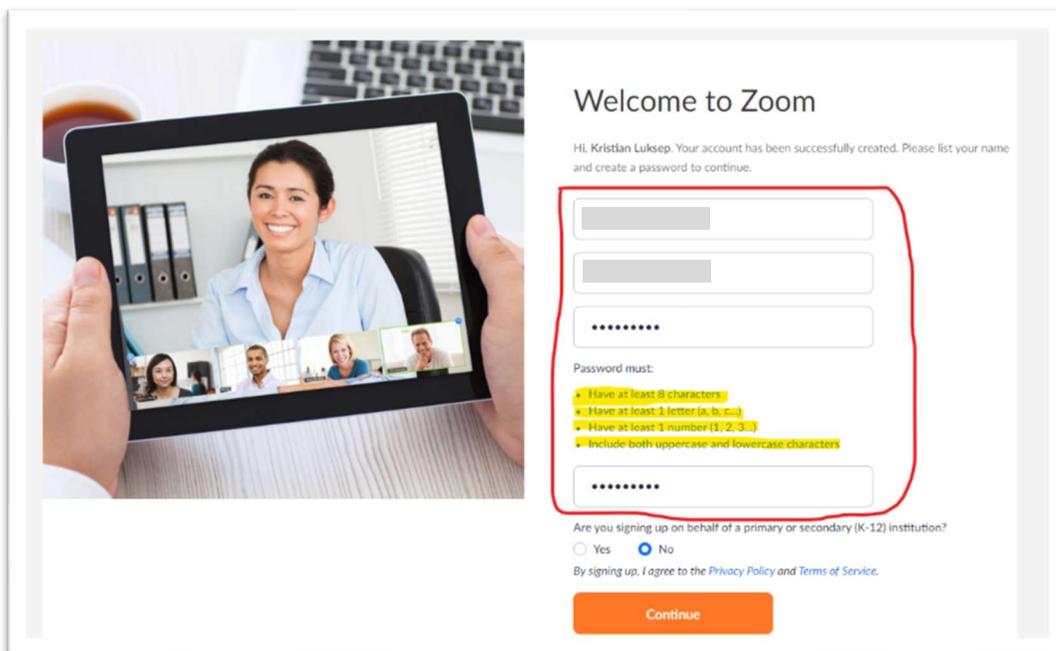

6. Zoom will send an activation email to your inbox and will inform you using this message:
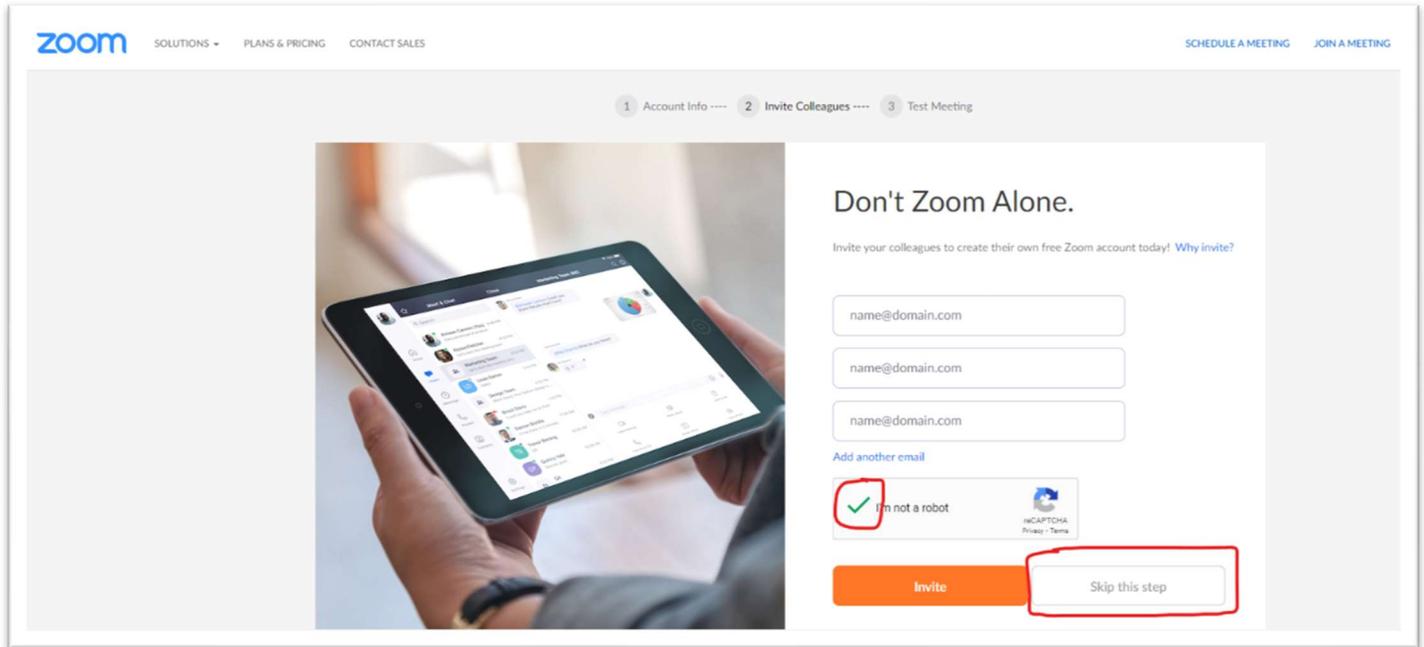
7. Go to your inbox, open the email from Zoom, and click "Activate Account." (If it is not in your inbox, be sure to check your "Junk/Spam" folder to see if it was sent there.)
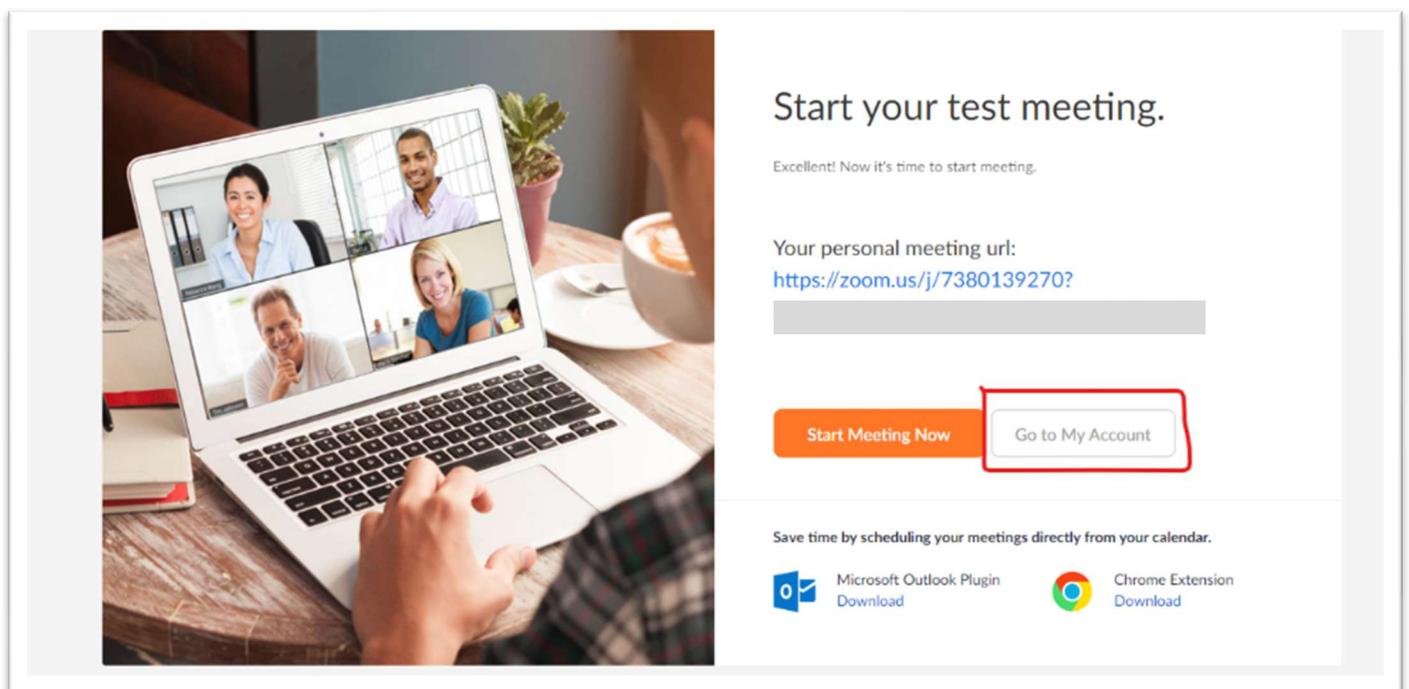

8. Once the Zoom webpage opens, enter your first and last name, and set a password for yourself before clicking continue. (Be sure to follow the password rules highlighted in the picture below.)
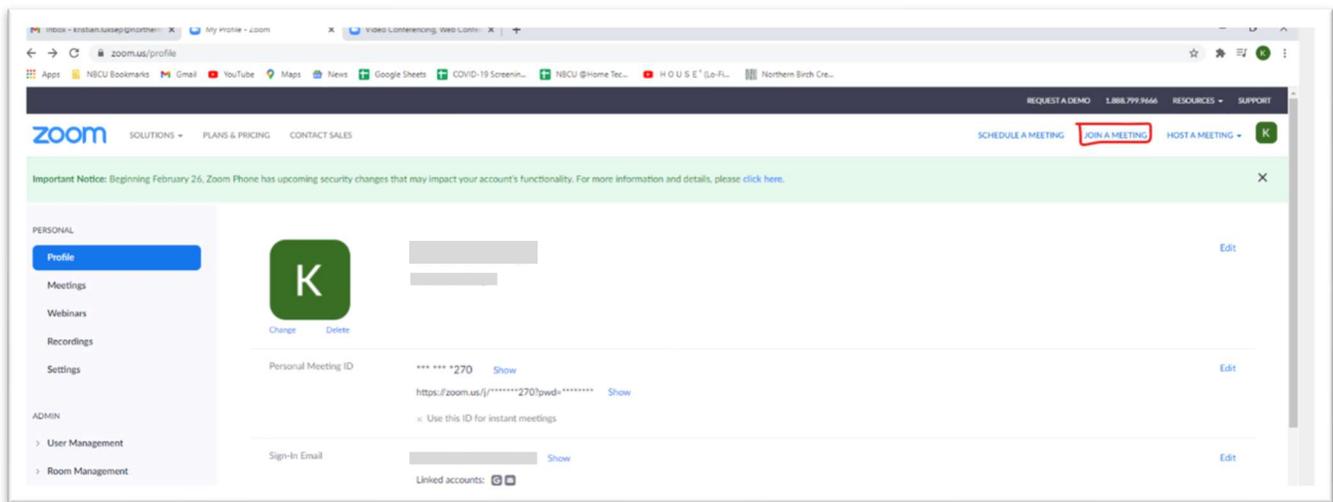
9. Click the "I am not a robot" checkbox and follow the instructions if prompted. Then click "Skip this step," as circled below.

10. Select "Go to My Account" to finish your sign up.

11. Once the account or profile screen is displayed, you have completed your Zoom sign up.

Note: You may receive an email notifying you that your password has been changed.

12. Joining the AGM on March 10:

To join the NBCU AGM, refer to your AGM Registration confirmation email or reminder email. You will need to click on the "Click Here to Join" link provided in the email.

If you aren't logged into Zoom when you click the link to join the meeting from your AGM registration confirmation email, you will be prompted to login to Zoom. Be sure to login with the same email address and password you used when you created your Zoom account and that you used when registering for the AGM.