

ZOOM APPOINTMENTS – INSTRUCTIONS FOR PATIENTS

網路問診或電話問診-病人使用說明

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PURPOSE 目的

These instructions are designed to help you and your doctor to get the most out of your virtual appointment using Zoom. 這些說明, 旨在幫助您和您的醫師充份使用 Zoom, 來從事您網路問診或電話問診的虛擬預約。

WHAT TO DO BEFORE YOU START 開始之前要做什麼:

Before joining the virtual appointment with your doctor, download and install the Zoom application for Windows or Mac. 在與您的醫師進行虛擬預約之前, 請下載並安裝適用於 Windows 或 Mac 的 Zoom 應用程式。

Virtual appointments are most effective when done in a quiet room with no distractions. They require you to have the following: 最有效率的虛擬預約, 是在安靜的房間內進行, 這樣也可以讓您不會分心. 您需要有下列的設備:

- A computer with a working broadband internet connection 一台具有正常寬頻互聯網連接的電腦
- A web browser installed on the computer. We recommend either Chrome, Safari or Edge 電腦上安裝了網路瀏覽器. 我們建議使用 Chrome, Safari, 或 Edge.
- A camera and microphone, either within the computer, or within a connected webcam 與電腦有連接的網絡攝像機和麥克風, 無論是內嵌或外接.

Review the email from your clinic to make sure you understand it, and contact the clinic before your virtual appointment if you have any questions. They may be helpful in making sure your consultation runs smoothly. If you are having difficulties on the day, contact the clinic reception. They can assist you, or can help to make alternative arrangements if you have problems with the consultation. 查看您診所寄給您的電子郵件, 並確保您理解該電子郵件. 如果您有任何疑問, 請在虛擬預約之前, 聯繫診所. 這些將可能有助於確保您的諮詢能夠順利進行. 如果您在門診當天有困難準時, 請聯繫診所接待處. 他們可以為您提供協助, 或幫助您遇到諮詢問題時為您做出其他安排。

INSTRUCTIONS 使用說明

STEP ONE: Click on the link provided to you in the clinic's email. It will look something like this:

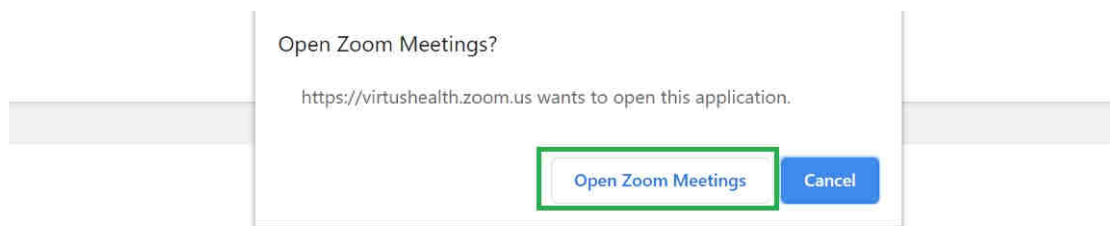
步驟 1: 點擊診所電子郵件中所提供給您的連接網址。它看起來像這樣:

The ten digit number is unique to your doctor's Virtual Waiting Room 這 10 個數位數字, 是您醫師的虛擬候診室所獨有的。

STEP TWO: Click Open Zoom Meetings to enter the Zoom application.

Alternatively, you can use the link on the bottom of the page to start the meeting in your browser.

步驟 2: 點擊“打開 Zoom 會議”, 以進入“Zoom 會議”應用程式。或者, 您可以在瀏覽器中使用頁面底部的網址連結, 開始會議。



Launching... 開啟中

Please click **Open Zoom Meetings** if you see the system dialog.

當您看到系統對話框時, 請點擊“打開 Zoom 會議”。

If nothing prompts from browser, [click here](#) to launch the meeting, or [download & run Zoom](#).

如果您的瀏覽器沒有跳出任何內容, [請在此點擊我](#) 來開啟會議, 或是 [下載並執行 Zoom](#)。

If you cannot download or run the application, [start from your browser](#).

如果您無法下載或執行應用程式, [從瀏覽器中開始](#)

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STEP THREE: You will be placed into the doctor’s Virtual Waiting Room until the doctor admits you to the appointment. 步驟 3: 您將會被留在您醫師的虛擬候診室, 您將被放直到醫師接待您的預約為止。

Please stay at your computer, ready for the doctor to start your appointment. 請留在您的電腦前面, 準備好讓醫師開始您的預約。

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<p>STEP THREE: You will be placed into the doctor’s Virtual Waiting Room until the doctor admits you to the appointment. Please stay at your computer, ready for the doctor to start your appointment.</p> <p>如果醫師還沒有登入, 您會看到螢幕上出現像這樣的訊息。請等候您醫師的登入。一旦醫師登入之後, 您就會被接待到候診室。</p> <p></p> <p>If the doctor has not yet logged on, you may see a message like this onscreen. Please wait for the doctor to log on. Once he has, you will be admitted to the waiting room.</p>	<p>Participant ID 32 Conference ID 834 257 3776</p> <p>Welcome to Dr McNeilly's Virtual Waiting Room.</p> <p>Dr McNeilly is currently seeing another patient. Please stay at your computer, and in the waiting room until the doctor admits you to his virtual rooms. Please make sure you are in a quiet place, with no distractions. You can test your microphone and speakers while you are in the waiting room.</p> <p> Please wait for the host to start this meeting.</p>
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STEP FOUR: Once you admitted to see the doctor, use the buttons for audio and visual (circled in the picture to the right) to make sure your audio is not muted and your video has started. If you cannot hear or see your doctor, you can use the chat feature (circled in pink) to tell them. 步驟 4: 一旦您被接待去看您的醫師, 請使用音頻和視頻按鈕 (在右邊的圖片中圈出處), 以確保您的音頻不會被靜音, 並且視頻也已經開始播放。如果您聽不到或看不見醫師, 您可以使用聊天功能 (粉紅色圓圈處) 告訴他們。

STEP FIVE: When your consultation has finished, your doctor will close the meeting. At this time you can close the Zoom application. 步驟 5: 諮詢結束之後, 您的醫師將結束會議。此時, 您可以關閉“Zoom”的應用程式。