

# Zoom

Getting Started

## Introduction

Zoom is a cloud-based video communications app that allows you to set up virtual video and audio conferencing, webinars, live chats, screen-sharing and other collaborative capabilities. Zoom is available for faculty, staff, and students. More information can be found at [towson.edu/zoom](http://towson.edu/zoom).

It is important to note that you must follow a 2-step process when getting started with Zoom. You must both sign into the Zoom portal and then download and sign into the Zoom desktop application and/or download and sign into the Zoom Cloud Meetings mobile app.

## Step 1: Signing In

1. Open your preferred web browser and navigate to [zoom.towson.edu](http://zoom.towson.edu).

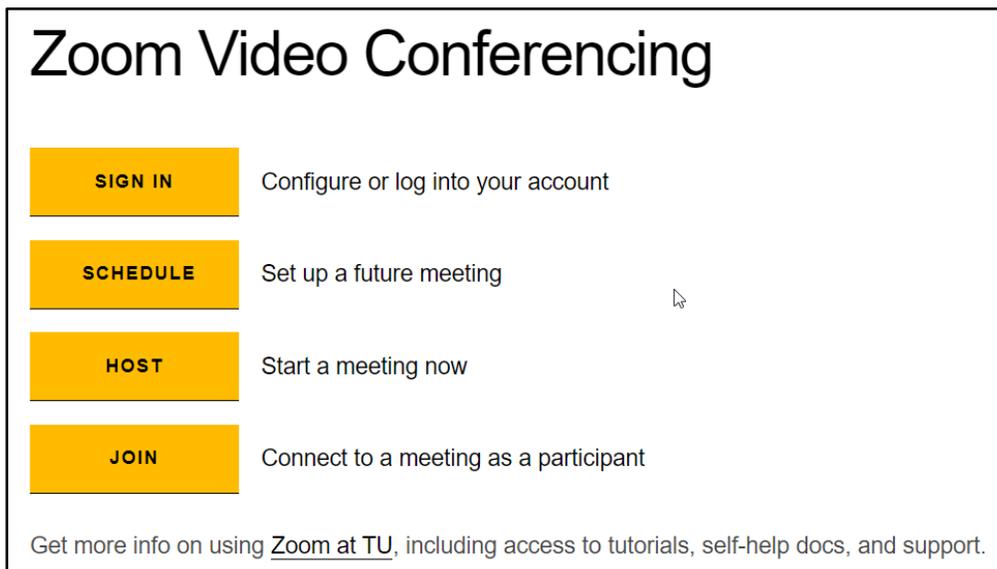


Figure 1

2. Click **SIGN IN**.
3. Enter your **NetID** and **Password** and click **Login**.

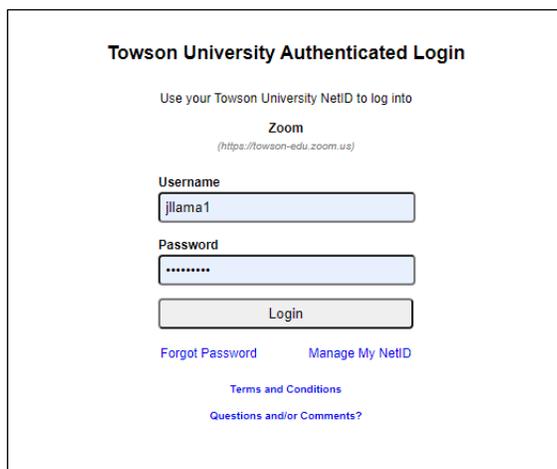


Figure 2

## Step 2: Downloading the Zoom Client

There are 2 ways to download the Zoom client: from the TU Zoom portal and from the software center. Instructions for both options are covered below.

### *Downloading from the TU Zoom Portal*

1. Sign into the TU Zoom portal ([zoom.towson.edu](https://zoom.towson.edu) > **SIGN IN**). At the top-right of the window, hover over **RESOURCES** and click **Download Zoom Client**.

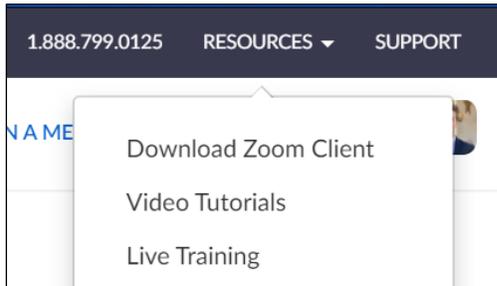


Figure 3

2. The **Downloads** page will appear. Under **Zoom Client for Meetings**, click **Download**.

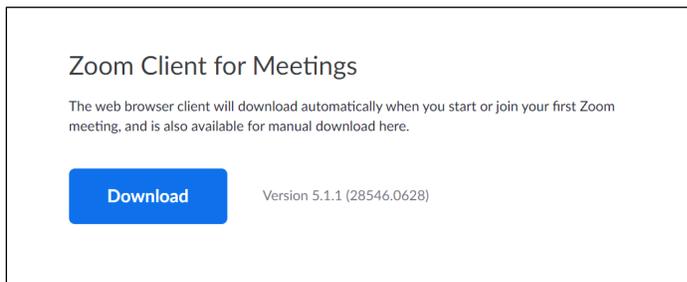


Figure 4

3. Run the installer to finish downloading the client.
4. The **Zoom Cloud Meetings** window will appear, click **Sign In**.

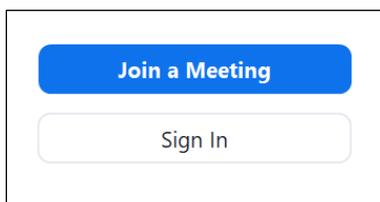


Figure 5

5. Click **Sign In with SSO**. Do **NOT** enter your email address and/or password on the left side of this box

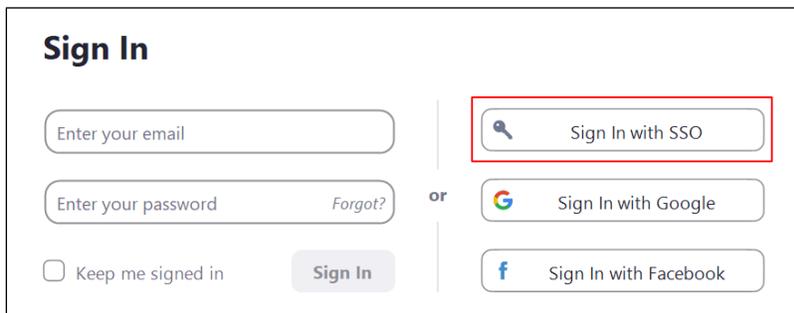


Figure 6

6. In the text box, enter **towson-edu** and click **Continue**.

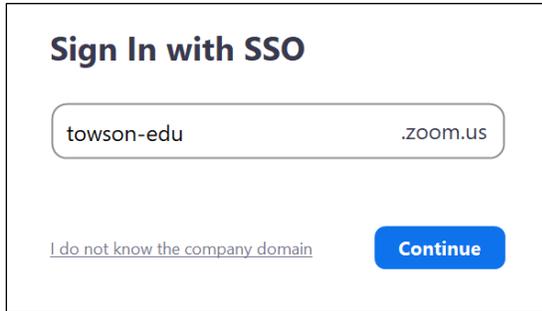


Figure 7

7. Login with your **NetID** and **Password**.
8. The **Launch Application** window will appear. Click the checkbox beside **Remember my choice for zoommtg links** and click **Open link**.

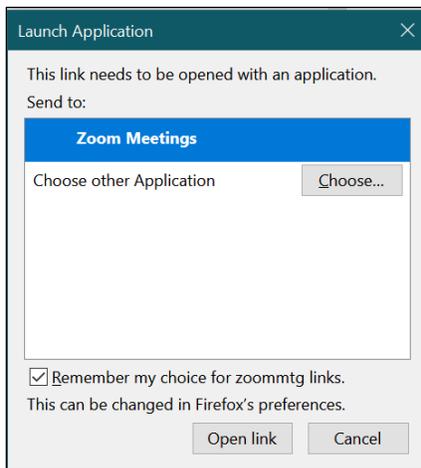


Figure 8

9. The **Zoom** client is now installed. You may re-access the client by clicking on the **Zoom** icon on your desktop.

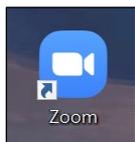


Figure 9

## Downloading from the Software Center

1. Open the software center by clicking the **Search** icon (magnifying glass at the bottom of the desktop) and typing **Software Center** in the **Search Windows** box. When the search results appear, click **Software Center**.

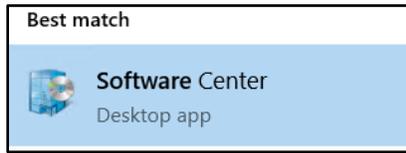


Figure 10

2. From the **Software Center** window, click in the **Search** box in upper right-hand corner and type **zoom**. Press ENTER.
3. Click **Zoom Meetings**.



Figure 11

4. Click **Install**.
5. After installation, find and open the Zoom application by clicking the **Search** icon (magnifying glass at the bottom of the desktop) and typing **Zoom** in the **Search Windows** box. When the search results appear, click **Zoom Desktop app**.

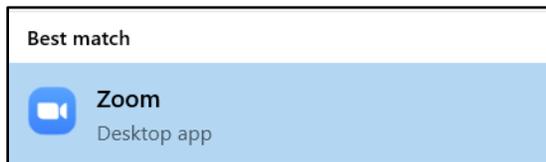


Figure 12

6. Authenticate with your **Username** (NetID) and **Password** and click **Login**.

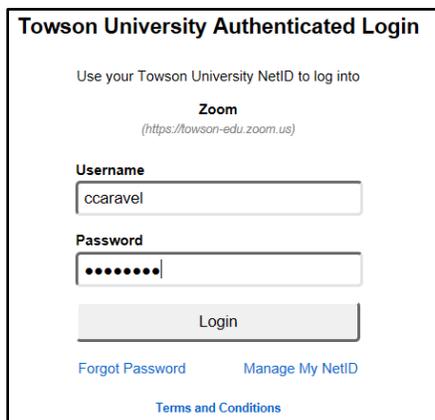


Figure 13

## Adding Zoom to your Desktop

After downloading the Zoom client from the Software Center, you may wish to create a Zoom shortcut on your desktop for easy access.

1. Click the **Start** button in the lower left-hand corner of your desktop.
2. Scroll down to the **Zoom** folder in the list of applications. Click the expand arrow to reveal the **Zoom** application.

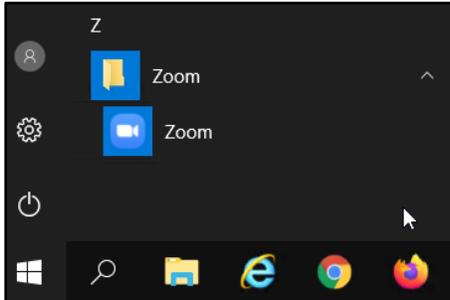


Figure 14

3. Hold down your left mouse button on the **Zoom** application and drag it onto your desktop.

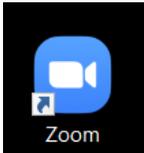


Figure 15