## Using Zoom for the First Time

## Signing into Zoom for the First Time

1) Go to <a href="http://zoom.huntington.edu">http://zoom.huntington.edu</a>



2) Click on Sign in



3) Type in with your HU email address and password and click Sign in



## Downloading the Zoom Desktop Client

1) Click on Meetings Client under the Download section at the bottom of the page

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$\frac{NTINGTON}{NIVERSITY} 1.888.799$	9.9666 SALES PLANS	
Profile		Tim Pard
Meeting Settings		Account No.
Meetings		/ COMPLEXED
Recordings		
Webinars	Change	
Account Management	Personal Meeting ID	
Account Profile		
Reports		× Use this ID for instant meetings
	Sign-In Email	hardt⊛huntington edu
Refer-a-Friend	SIGHT Erron	Linked accounts: sso
Attend Live Training		
Video Tutoriais Knowledge Base	User Type	Basic 😧
	Capacity	Meeting 100 😡
	Time Zone	No option selected.
	Language	No option selected.
	Signed-In Device	Sign Me Out From All Devices \varTheta

Our Team Why Zoom Browser Extension Outlook Plug-in Lync Plug-in 2) Click on the Download button found under the Zoom Client for Meetings section

HUNTINGTON 1888.798.6666 SALES PLANS	
	Zoom Client for Meetings
	The web browser client will download automatically when you start or join your first Zoom meeting, and is also available for menual download here.
	Download Version 4.1.516/8.1034
	Zoom Plugin for Microsoft Outlook
	The Zoom Plugin for Outlook installs a button on the Microsoft Cublock tool bar to enable you to start or schedule a meeting with one-click.
	Download Windor 4.1.8744.0922
	Add Zoom as an Add in for Outlook on the web
	Zoom Plugin for IBM Notes
	The Zoom Plugin for IBM Notes instal's a button on the IBM Notes meeting scheduk window to enable you to smecule a meeting with one dick.
	Download Witten 41.823 0922

3) Click on the downloaded file. Depending on the browser you are using, the location of the file may be different. In Chrome, the file will appear in the lower left corner of the window while in Firefox, downloaded file appears toward the upper right portion of the screen.

O Download Center - Zoon X					
← → C ☆ 🔒 Secure   h	ttps://huntington.zo	om.us/do	wnload#client_4meeting		
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4) The installer will now run and install the Zoom desktop client on your computer.

## Logging in to the Zoom Desktop Client

1) Start the Zoom client from the Start Menu

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2) On the screen that comes up, click on Sign In

	Zoom Cloud Meetings		– 🗆 X			
	zoom					
		Join a M Sign	leeting In			
2)	Chasse the Cian I	Version: 4.1.	11049.1024			
3)	Choose the Sign I Zoom Cloud Meetings	in with SSU				
	Sign In	(or Sign Up )	Or			
	Email		SSO Sign In with SSO			
	Password		Sign In with Google			
	Keep me logged in	Sign In	<b>f</b> Sign In with Escalagek			
	Forgot your password?					
	🗲 Back		Version: 4.1.11049.1024			
4)	Type in huntingto	on as the co	ompany domain and click Co	ontinue		
	Zoom Cloud Meeting:	5	-	· 🗌		
		Enter your com	pany domain			
	huntington .zoom.us					
		l don't know the	company domain			

- Back

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Continue

5) Type in your HU email address and password and click OK

Windows Security ×				
Zoom.exe				
Connecting to fs.huntington.edu.				
bardt@huntington.edu				
•••••				
Domain: huntington.edu				
Remember my credentials				
ОК	Cancel			

6) You are now signed into the Zoom client. From here, you can immediately start a meeting, join an existing meeting or schedule future meetings.

