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9 Out Of The Box
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Instructions for Zoom Platform

Getting Started on Windows and Mac

Zoom unifies cloud video conferencing, simple online meetings, and group messaging into one easy-to-use platform. The solution offers the best video, audio, and wireless screen-sharing experience across multiple platforms. Follow this article to learn about the basic features of the Zoom client on Windows and Mac.

Prerequisites

You need to download desktop client (Windows and Mac). This will be requested for you only the first time. Please find the link for downloading the clinet.

Zoom desktop client (Windows or Mac)

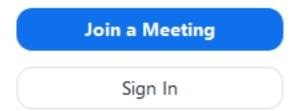## Sign Up – You will need only your email. It's free.

Sign in and Join

After launching Zoom, click **Join a Meeting** to join a meeting without signing in. If you want to log in and start or schedule your own meeting, click **Sign In**.

To sign in, use your Zoom, Google, or Facebook account. You can also log in using SSO. If you don't have an account, click **Sign Up Free**. If you have a Zoom account but cannot remember your password, click **Forgot**.
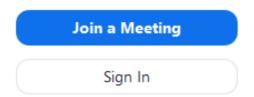
Prerequisites

- Each meeting has a unique 9, 10, or 11-digit number called a meeting ID that will be required to join a Zoom meeting
- If you are joining via telephone, you will need the teleconferencing number provided in the invite.

 Windows | *Mac*

1. Open the Zoom desktop client.
2. Join a meeting using one of these methods:
   - Click **Join a Meeting** if you want to join without signing in.

   - Sign in to Zoom then click **Join** and **Enter Meeting ID** or **Personal Link Name**