

Zoom@OBERLIN

Quick Start Guide Get Ready!

Zoom unifies cloud video conferencing, simple online meetings, and group messaging into one easy-to-use platform. Follow this article to learn how to get a Zoom account and install the client for Windows and Mac.

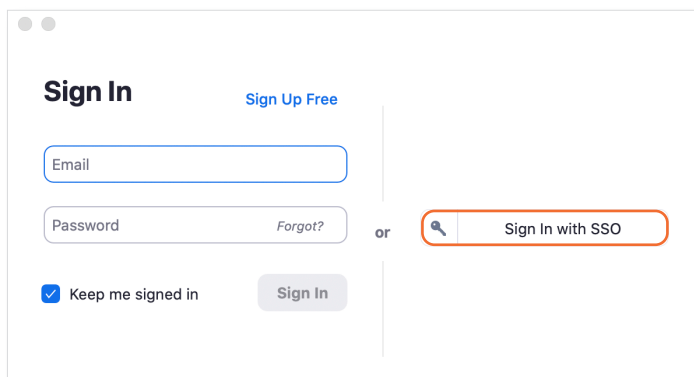
Step 1: Get An Account

All faculty and staff at Oberlin have a Zoom Pro account. Pro accounts allow you to host meetings over 40 minutes in length. Students have Zoom Basic accounts, which permit them to attend all meetings and host meetings under 40 minutes in length.

Step 3: Sign In

▶ To sign in to Zoom:

1. Launch the Zoom app on your computer.
2. In the right-hand side of the pane, click Sign In with SSO.
3. Enter your email address in the form ObielD@oberlin.edu.
4. Sign in using your ObielD and password.



Need Help?

Contact CIT by opening a ticket on the
CITech Support Portal
<https://support.oberlin.edu>

You can also reach Audiovisual Services staff
via phone at (440) 775-8757.

Step 2: Download the App

The web browser client will download automatically when you start or join your first Zoom meeting, but you can prepare for a meeting ahead of time by downloading the client in advance.

▶ To download the Zoom client:

1. Go to the Oberlin Zoom home page (<https://oberlin.zoom.us>).
2. Click Download Client at the bottom of the page.
3. Under the Zoom Client for Meetings heading, click Download.
4. Launch the client installer and follow the onscreen instructions.

Step 4: Meet Your Home Screen

After signing in, you will see the Home tab, where you can click these options:

- New Meeting: Start an instant meeting. Click the downwards arrow to enable video or use your personal meeting ID (PMI) for instant meetings.
- Join: Join a meeting that is in progress.
- Schedule: Set up a future meeting.
- Share Screen: Share your screen in a Zoom Room by entering in the sharing key or meeting ID.

