

How to install Zoom on Windows and Mac

Zoom unifies cloud video conferencing, simple online meetings, and group messaging into one easy-to-use platform. Zoom offers video, audio, and wireless screen-sharing experience across multiple platforms.

Where to download the app

Directly from one of the following link - <https://zoom.us/support/download>

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**.

Sign In

[Sign Up Free](#)[Forgot?](#) Keep me signed in

Sign In with SSO



Sign In with Google

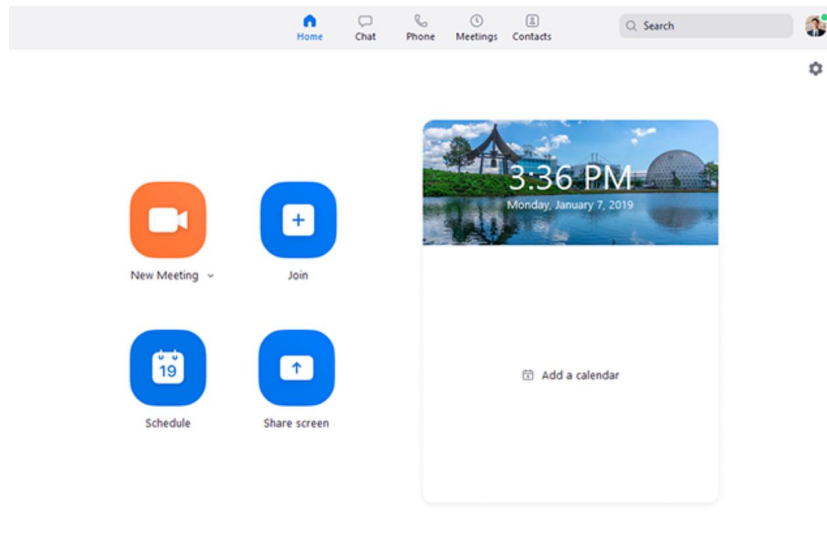


Sign In with Facebook

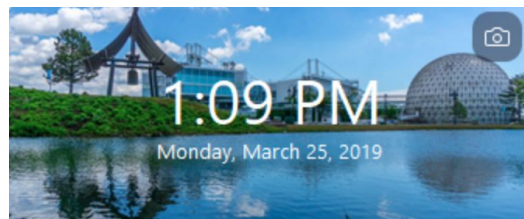
[← Back](#)

Home

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.
- **Date and time with background image:** To change the background image, hover over the picture and click the camera icon.



- Upcoming meeting: Displays the next meeting for the current day. [Add a third-party calendar service](#) if you want to sync upcoming meetings.

1:1 The Director Start

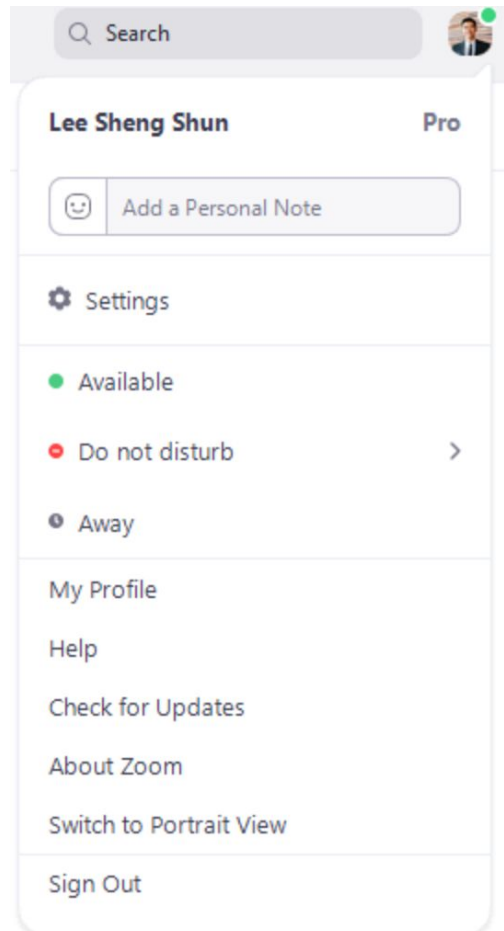
02:00 PM - 03:00 PM

Meeting ID: 349-145-042

Host: Grant MacLaren

[View today's upcoming meetings \(2\)](#)

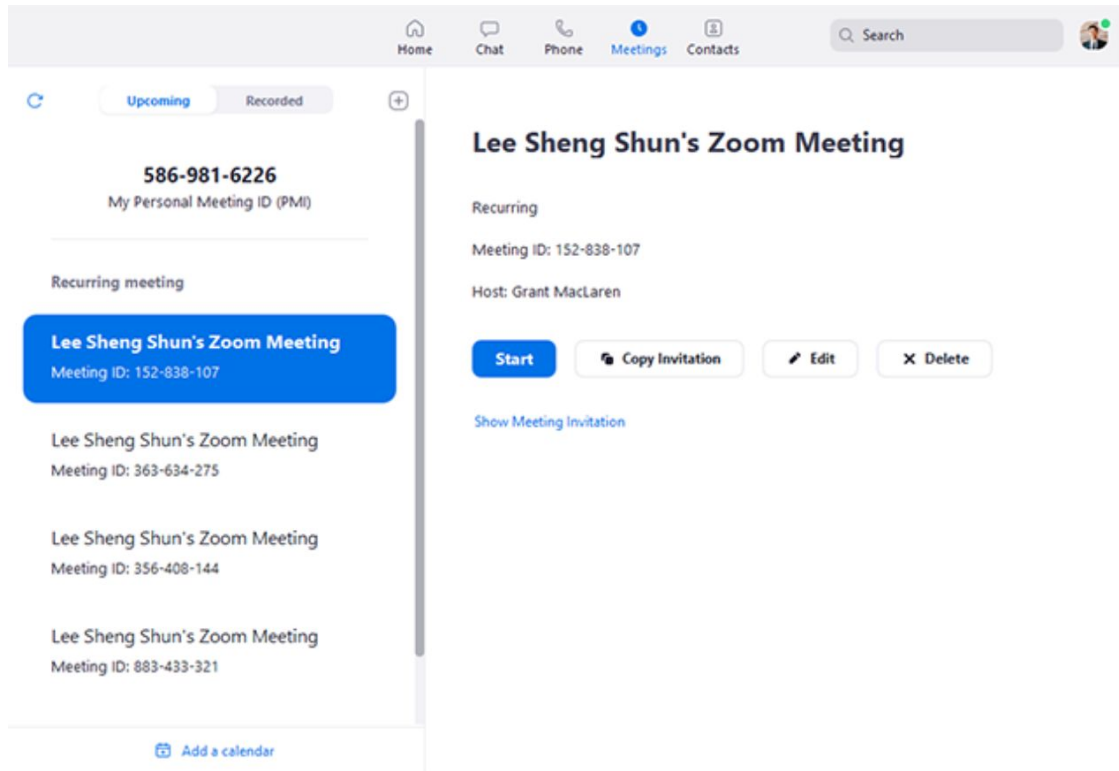
- Click your profile picture for these options:



A screenshot of a Zoom mobile application profile menu. At the top is a search bar with a magnifying glass icon and the word "Search". To the right is a circular profile picture of a man with a green status indicator. Below the search bar, the name "Lee Sheng Shun" is displayed in bold, with "Pro" to its right. Underneath is a button with a smiley face icon and the text "Add a Personal Note". Below that is a "Settings" option with a gear icon. The next section shows status options: "Available" with a green dot, "Do not disturb" with a red dot and a right-pointing chevron, and "Away" with a grey dot. The bottom section lists several menu items: "My Profile", "Help", "Check for Updates", "About Zoom", "Switch to Portrait View", and "Sign Out".

Meetings

Select the **Meetings** tab and click **Upcoming** to view, start, edit, and delete scheduled meetings.



You can click the following options after selecting a scheduled meeting in the left-side panel:

- Add icon : [Schedule a new meeting](#).
- Refresh icon : Refresh the meeting list if you don't see your scheduled meeting.
- **Start:** [Start the scheduled meeting](#) that you have selected in your upcoming meetings.
- **Copy Invitation:** Copy the scheduled meeting's [invitation text](#), allowing you to manually paste into an email, instant messenger etc. Click **Show Meeting Invitation** if you want to view the invitation you're copying.
- **Edit:** Edit the [meeting options](#) for your scheduled meeting.
- **Delete:** Permanently delete your scheduled meeting.

In-Meeting Controls

Once you have started or joined a meeting, you can access the meeting controls located at the bottom of the meeting window (move your mouse in the Zoom window to display meeting controls).

Learn more about meeting controls for [hosts](#), [co-hosts](#), and [attendees](#). You can also [join a test meeting](#) to familiarize yourself with meeting controls before joining a scheduled meeting.



More Resources

- Watch the [Getting Started Videos](#)
- Join our [Weekly Zoom Meetings and Webinar training](#)
- Join a [test meeting](#)

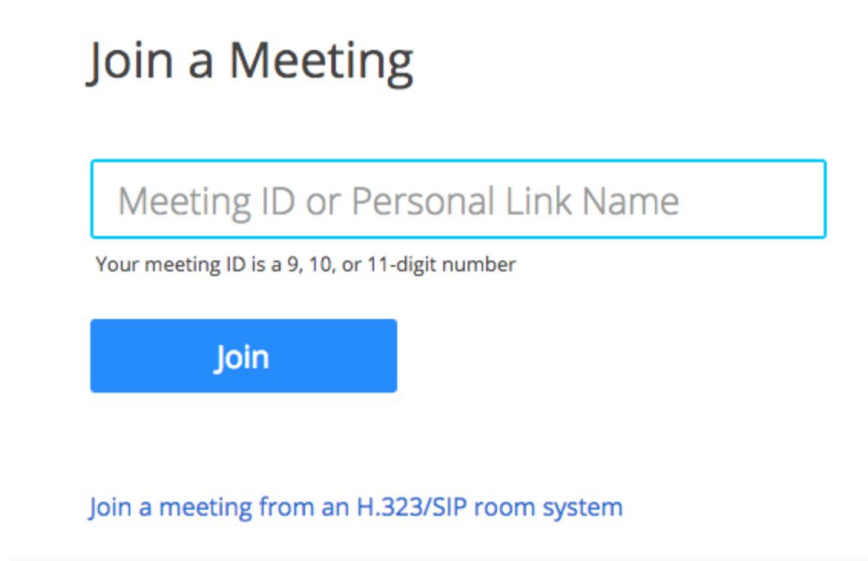
Launching Zoom from a web browser

Overview If you are using Google Chrome, Mozilla Firefox, or Apple Safari to join or host a meeting, you will see a dialog box to launch the Zoom application.

In Google Chrome and Mozilla Firefox, you can choose to always open links with Zoom, but this is not currently supported in Safari.

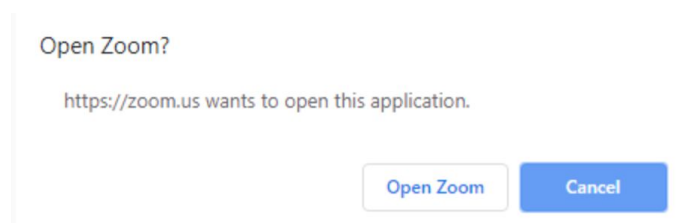
Google Chrome

1. Open Chrome.
2. Go to join.zoom.us.
3. Enter your [meeting ID](#) provided by the host/organizer.



The screenshot shows the Zoom 'Join a Meeting' interface. At the top, it says 'Join a Meeting'. Below that is a text input field with the placeholder text 'Meeting ID or Personal Link Name'. Underneath the input field, it says 'Your meeting ID is a 9, 10, or 11-digit number'. There is a blue 'Join' button. At the bottom, there is a link that says 'Join a meeting from an H.323/SIP room system'.

4. Click **Join**.
5. Click **Open Zoom Meetings** (PC) or **Open zoom.us** (Mac). You need to click this option every time you try to launch Zoom from a web browser.



The screenshot shows a dialog box titled 'Open Zoom?'. The text inside says 'https://zoom.us wants to open this application.' There are two buttons at the bottom: 'Open Zoom' and 'Cancel'.

Mozilla Firefox

1. Open Firefox.
2. Go to join.zoom.us.
3. Enter your [meeting ID](#) provided by the host/organizer.

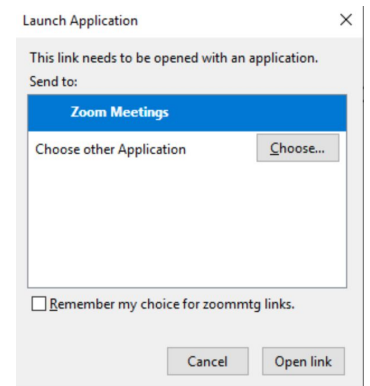
Join a Meeting

Your meeting ID is a 9, 10, or 11-digit number

Join

[Join a meeting from an H.323/SIP room system](#)

4. Click **Join**.
5. If this is your first time joining from Firefox, you may be asked to open Zoom or the Zoom installer package.
6. To skip this step in the future, check **Remember my choice for zoommtg links**.
7. Click **Open Link**.



Safari

1. Open Safari.
2. Go to join.zoom.us.
3. Enter your [meeting ID](#) provided by the host/organizer.

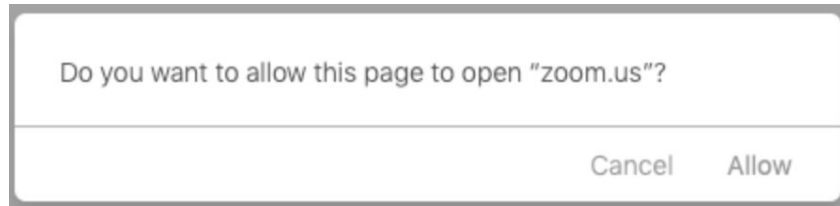
Join a Meeting

Your meeting ID is a 9, 10, or 11-digit number

Join

[Join a meeting from an H.323/SIP room system](#)

4. Click **Join**.
5. When asked if you want to open zoom.us, click **Allow**.



Issues with the Zoom Launcher plug-in

On some occasions where the plugins may not be activated, disabled or may not be correctly installed, or installed correctly but failed to run. There are several things you can do to fix it: Check if the Zoom launcher plugin is enabled (re-enable if it was disabled)

Google Chrome

1. In the address bar, enter `chrome://plugins/` or `chrome://extensions/` on later versions of Chrome.
2. Where it lists "zoom.us launcher plugin" make sure it is *enabled* and *always allowed*.
3. More details on [Chrome Plugins](#)

Mozilla Firefox

- In the address bar, enter <https://www.mozilla.org/en-US/plugincheck/>
- Click on *Tools* menu > *Addons* > *Plugins* and make sure that "Zoom Launcher" is *always activate*

Safari

[Safari no longer supports most plug-ins](#). You will need to choose to launch Zoom each time.

Internet Explorer

1. There is no Zoom plugin on Internet Explorer.
2. A `zoom_launcher.exe` will run automatically.

If it was enabled but continues to download every time, here are the steps you can take to correct this:

- Go-to task manager, kill all firefox/chrome (shadow) instances, if any
- Restart firefox/chrome, then remove the zoom launcher plugin
- Click host a meeting from the browser (zoom.us), it should reload the plugin again