Zoom -- Quick Test Before First Real Use

Basics o' Zoom

1. Log into Zoom via https://drexel.zoom.us
   a. Drexel userid & password.
2. Choose "Sign In Standard"
3. Click "HOST A MEETING" (upper right).
4. Click "With Video Off" (or "On" -- your choice).
   a. If prompted: Click to install Zoom
5. Click "Open with zoom" or zoom.us .
   a. If prompted: Enter name/email if prompted.
6. Click "Join With Computer Audio."
7. Click & try out
   a. microphone icon (moving color fill in icon indicates audio picking up
   b. camera (you'll see yourself)
   c. Share (Choose your computer screen and click "Share" again in lower right).

Do this After You Join a Zoom Meeting -- Only do this once per computer

- Zoom -- Click your own Zoom Link and Enter as Host or Drexel Account
- Once you do the above, if you click a Zoom meeting link that you created/scheduled, you will enter as a Host.
  - And for other Zoom meetings links, you will enter with your Drexel Account.

Audio Issues?

- Zoom -- Audio Issues and Joining by Telephone

Learn Your Personal Meeting ID

Only give this out to co-workers or people you trust not to abuse it.

2. Click Profile.
3. Look in Personal Meeting ID section for your personal Zoom meeting link & Meeting ID.
4. Use that for instant Zoom meetings.
5. Write down your personal Zoom meeting link & Meeting ID.
   a. Keep it where you can get to it easily.

Try Scheduling a Zoom Meeting

If you want to try scheduling a Zoom meeting, see link below.

- Zoom -- Scheduling

More Zoom Info?

- See Zoom

MORE HELP?
NEED MORE HELP? Contact ihelp@drexel.edu or the CCI Commons HelpDesk at 215-895-2480.

*Additional Assistance is ONLY for Drexel University - College of Computing & Informatics (CCI) instructors, faculty, professional staff, and students.*

Anyone else should contact technical support for their own college, department, university, organization, or business.

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