## **Zoom Guide for Students at USF**

This brief guide covers the university Zoom account that is available to all students. We will cover the accounts page and the importance of signiing in and keeping your app updated. The USF Zoom Account page

You can access your USF Zoom account on the <u>https://usfca.zoom.us</u> site; click the link **Sign In** and login with your USF username and password.



Also on the main page is the link **Download Zoom** to access the page to download the installer for **Zoom Client for Meetings**.

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	Download Center	Download for IT Admin 👻		J
	Zoom Client for Meetings The web browser dient will download automatically when you start or join your meeting, and is also available for manual download here.	first Zoom		
	Download Version 5.2.0 (42634.0805)			

For more information and tutorials check out our Zoom resource page: <u>https://myusf.usfca.edu/ets/educational-technologies/zoom</u> In addition, check out the Remote Learning resource page for information and support: <u>https://myusf.usfca.edu/usfteach/learning-through-emergencies</u>

## Signing into the Zoom Client with Single Sign On (SSO)

It is important to sign through Single Sign On (SSO) into the Zoom client on your PC, Mac and mobile device to be able to access the features of the USF licensed account. This is available to all faculty staff and students. This document goes through the steps of signing in through SSO. First launch the app on your Mac, PC or mobile device.





Once you launch the app, click **Sign In** to continue.

••	zoom
	Join a Meeting Sign In
	Version: 4.3.1 (53755.0122)

Click on Sign In with SSO and enter usfca into the field under Sign In with SSO and click Continue.

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Email	)			
Password Forgot?				
Sign In			Sign In with SSO	
☐ Keep me signed in			usfca	.zoom.us
or sign in with				
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You will be redirected to the USF login page to login with your USF username and password to sign in to Zoom.

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After you sign in, the Zoom app will show the tools for scheduling, starting and joining a meeting.



You can check to see if you have signed in with the university account by clicking on the small icon in the upper right side of the application that has your picture or initials. You should see your name, USF email address and the licensing status should say **Licensed or Pro**. If it says Basic, sign out and follow the steps for signing in with SSO.



## **Updating your Zoom client**

It is important to keep the Zoom client updated to make sure you have the latest features as well as the latest security updates. You can check for updates for the client on your PC or Mac by clicking on the small icon in the upper right side of the application that has your picture or initials. In the menu, click on Check for Updates to see if there any available updates. Don't ignore the updates!



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