



Intro to Zoom

Instructional Technology



Login and Installation

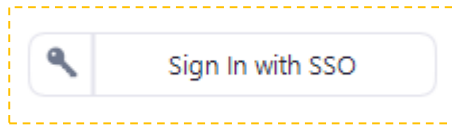
Login using the link below.

<https://uahs.zoom.us/>

Click the **“SIGN IN”** button at the top right of the page.

You have to use your NetID and password credentials.

If you already have Zoom installed but you are not logged in, make sure to click on **“Sign into SSO”** and type in **UAHS**. Log in using your NetID and password.



Zoom will automatically install when you begin a meeting from the Zoom website or click on a Zoom link.

<https://uahs.zoom.us/download>

Click the **“Download”** button under **Zoom Client for Meetings**.

More info on how to use Zoom at <https://confluence.arizona.edu/display/PBC/How+To+Zoom>



Creating a Zoom meeting

Let's start creating and joining a meeting



A central graphic for Zoom Cloud HD. The title "Zoom Cloud HD" is written in a red, 3D-style font in the center. Surrounding the title are seven blue, cloud-shaped callouts with white text. The callouts contain the following text: "Free HD meeting service", "No hardware needed", "Set up meetings in advance or start immediately", "Use with Mac, Windows, iOS, or Android", "Chat with up to 25 people", "HD video and voice", and "communication". The entire graphic is set against a light gray background within a black border.

Free HD meeting service

communication

No hardware needed

Set up meetings in advance or start immediately

Zoom Cloud HD

Use with Mac, Windows, iOS, or Android

Chat with up to 25 people

HD video and voice



Adding polling questions

This can only be done when you have already created your meeting.

Go to your “Meetings” page and select the meeting you need to add the poll questions to.

At the bottom of the page, select the **Add** button to type in your questions.

You can have multiple polls in a single meeting.

You have created 2 polls for this meeting. Add

Title	Total Questions	Anonymous	
▼ Poll 1:Test	2 questions	No	Edit Delete
▼ Poll 2:Quiz	2 questions	Yes	Edit Delete

During the time of the meeting, you can launch/stop the poll from the Zoom menu.



More info on how to use Zoom at <https://confluence.arizona.edu/display/PBC/How+To+Zoom>

Polling 1: Test ▼ Edit

- ✓ Polling 1: Test
- Polling 2: Quiz

answer1

answer2

answer3

answer4

2. Test question #2

answer1

answer2

answer3

answer4

Launch Polling

Test in Progress 4:04

Attendees are now viewing questions 1 of 1 (100%) voted

1. Test question #1

answer1 (0) 0%

answer2 (0) 0%

answer3 (1) 100%

answer4 (0) 0%

2. Test question #2

answer1 (0) 0%

answer2 (1) 100%

answer3 (0) 0%

answer4 (0) 0%

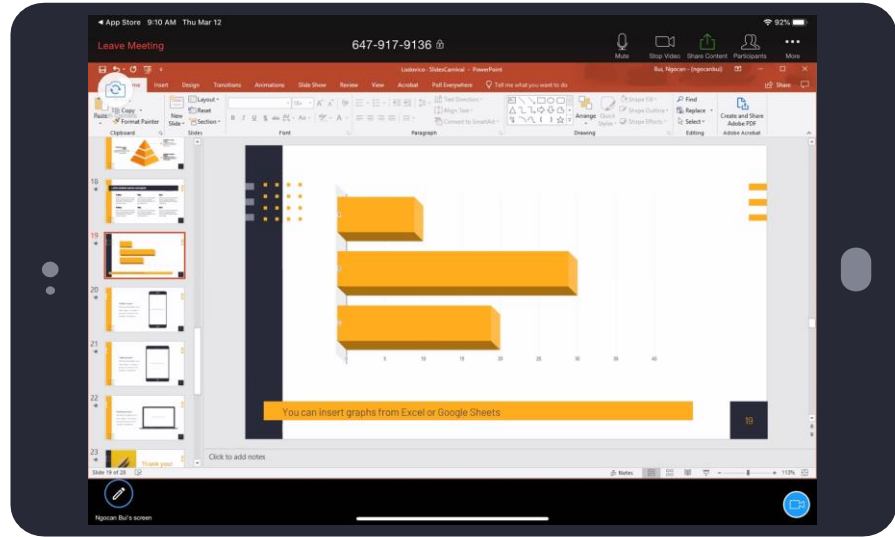
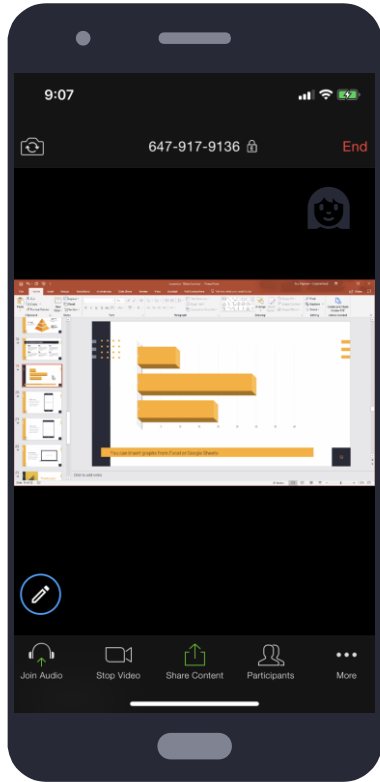
End Polling

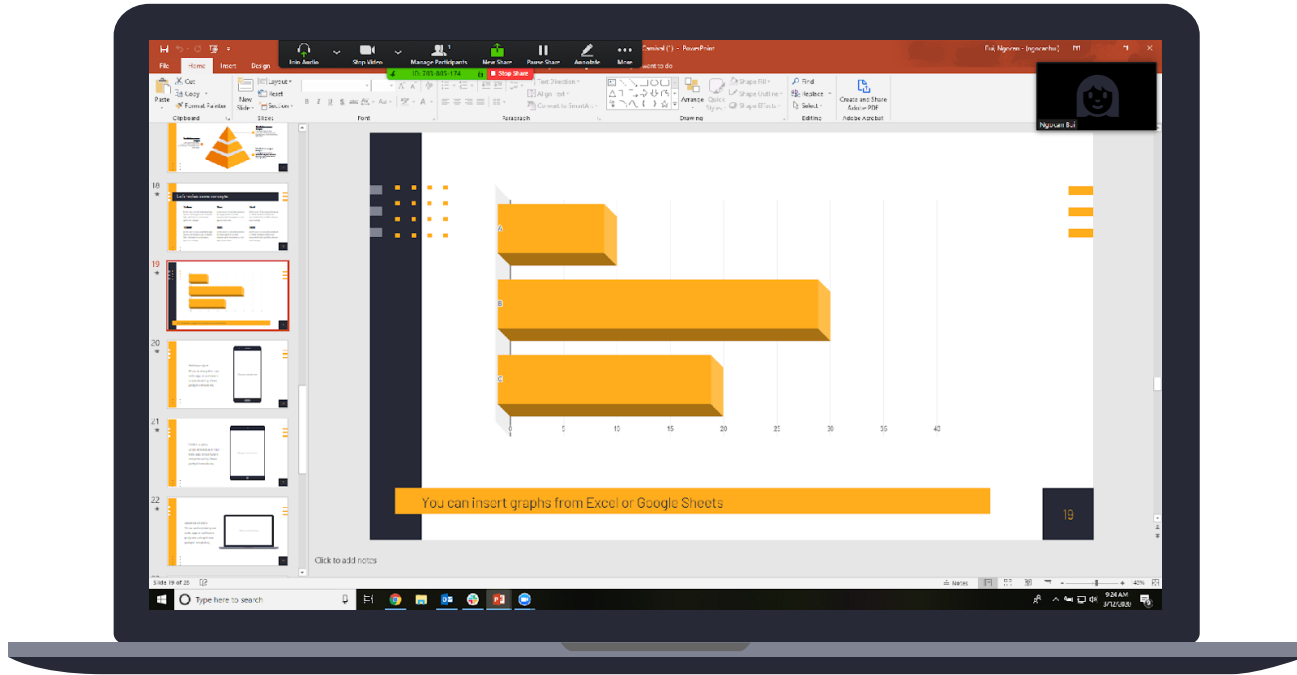
Audio and video

- If you will be speaking, make sure you have a microphone and speakers on your device
- If you need to be seen, make sure you have a camera on your device
- Muting options are available to the host of the meeting
- Attendees can always use the built-in chat to ask/answer questions
- Only one person can share their screen at a time











Reviewing your meeting

You can always go back to your recording



Reviewing and sharing your recording

Meetings that were recorded to the cloud will be in the hosts' account under "Recordings"

If you are unsure of who the host is, contact whoever gave you the meeting information.

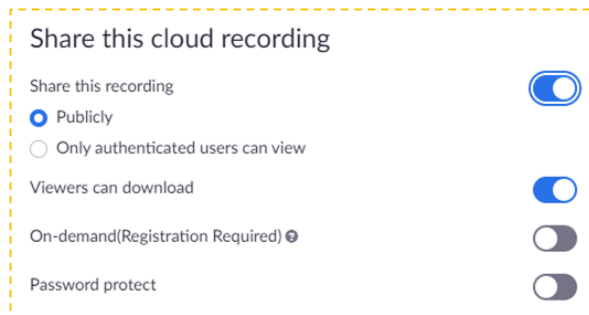
Recordings are stored on the cloud for only **90 days**.

If the meeting was recorded on the local computer, it can be found in the computer where the meeting was started.

We **do not** recommend recording to local computers.

To share a recording, click on the "Share" button on the right of the Recordings page.

Anyone with a link to the recording will be able to view it. Other options are available for viewing privileges.



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Thank you!

Any questions?

You can find us at:

- pbc-isServiceDesk@email.arizona.edu
- 602-827-2141 (opt #4)

