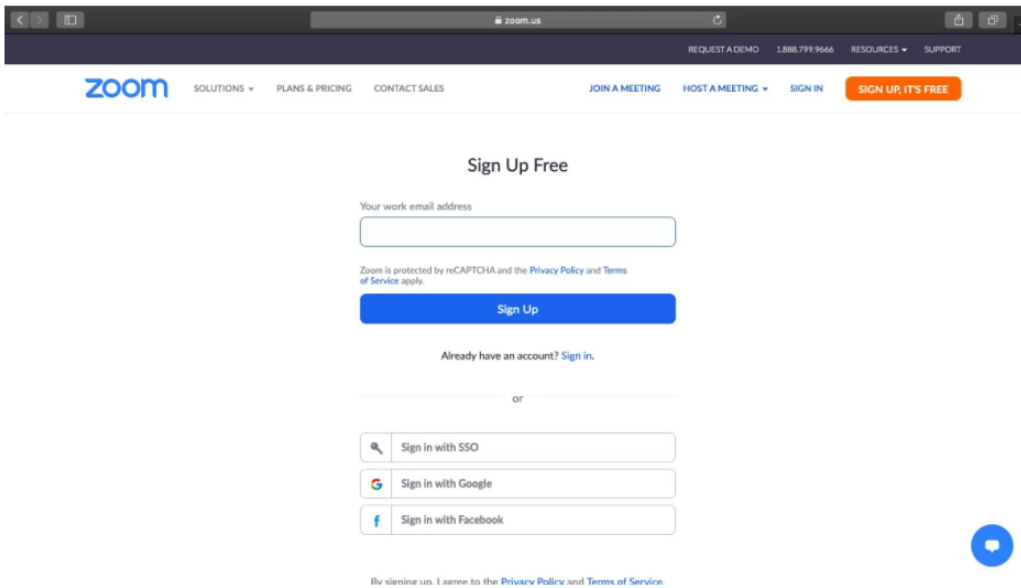## A. How To Get Started With Zoom

1. For Desktop

Step 1: To get started with Zoom, head to their website, and click on the "SIGN UP" button that's at the top-right corner of the screen.

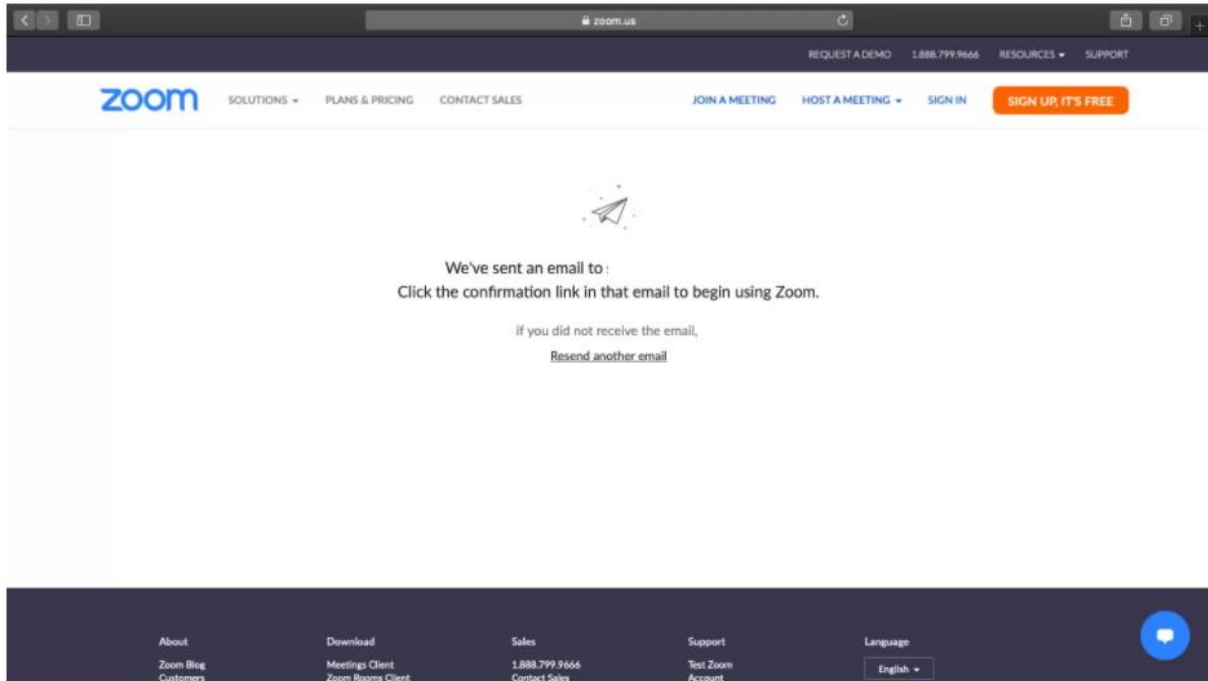**Step 2:** You have two options when it comes to creating a Zoom account.

You can either:

- Create a new account using your work email address.

- Sign in using SSO (Single Sign-On) or your Google or Facebook account.

If you're using Zoom for work purposes, it's best to sign up using your work email address.

Step 3: Zoom will now send you an email with a confirmation link.

Click on that link to go to Zoom's Sign Up Assistant and sign in using your credentials.

Step 4: Download the desktop app/ Zoom client from the Zoom website for easy access.

2. For Mobile

Step 1: Download the Zoom iOS or Android app from the App Store/Play Store.

Step 2: Sign up or sign in to Zoom by following the on-screen instructions that are similar to the desktop process.

C. How To Join A Zoom Meeting

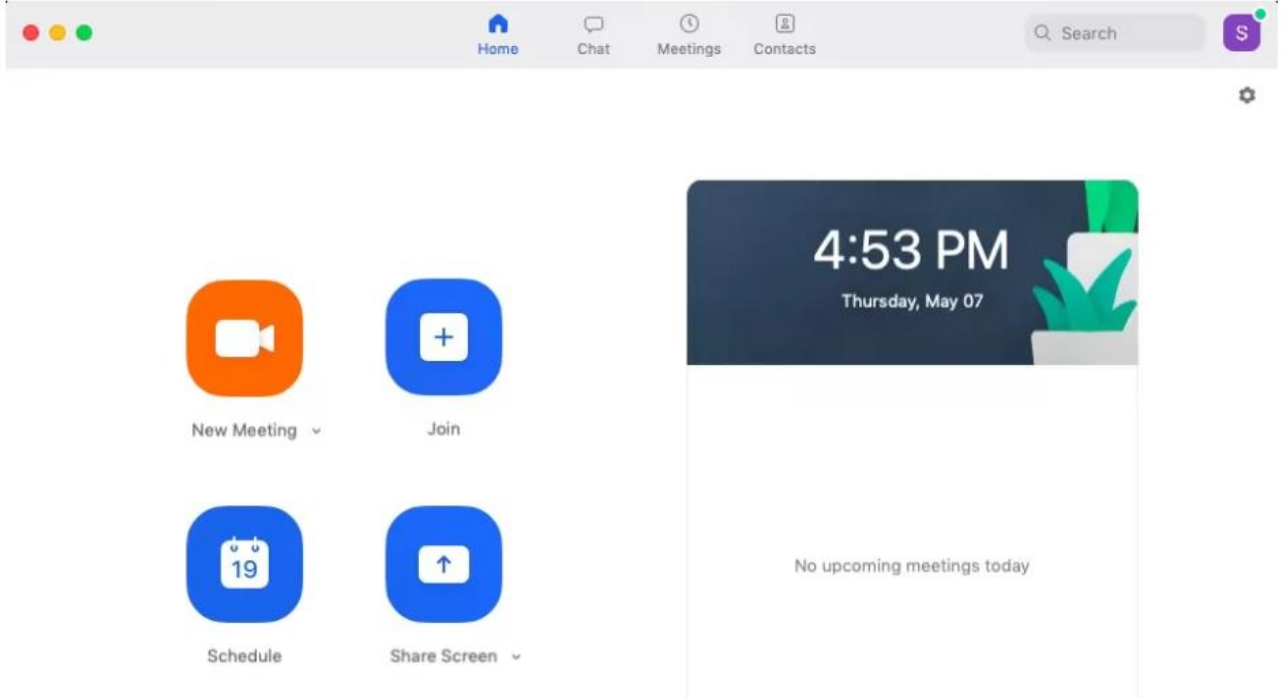Here's a step-by-step guide to join a Zoom meeting quickly:

Note: *The same steps apply to both your desktop and your phone.*

A. Join Using A Meeting Link

If you have a meeting link, just click on it or paste it into your web browser to join the meeting.

B. Join Using A Meeting ID

Step 1: Open the Zoom app and click on the "Join" icon.

Step 2: Paste the Meeting ID in the box provided, add your display name for the meeting and click on the "Join" button.