# Getting Started with Zoom Guide for Students

Click each step heading below to expand the instructions for that step. Click the step heading again to collapse that section.

## Step 1: Install Zoom

Download the app at <u>https://zoom.us/support/download</u>. After installing the app, you will see a sign-in window.

## Step 2: Sign-In With Single-Sign-On (SSO)

1. Click Sign In

Join a Meeting	
Sign In	

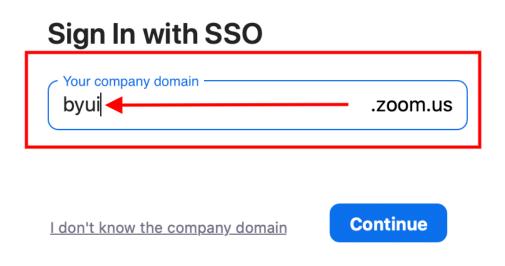
zoom

Version: 4.6.10 (20041.0408)

- 2. Click Keep me signed in.
- 3. Click Sign in with SSO.

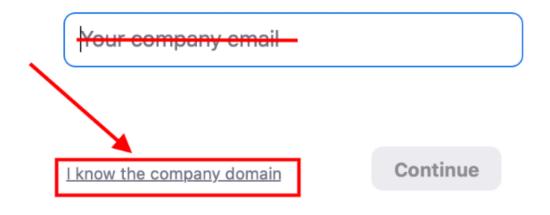


4. Enter the BYU-Idaho Zoom Domain: **byui**.zoom.us (*Mac users skip to step 4α below.*)



4a.(Mac users) Click I know the company domain and enter **byui**.zoom.us (step 4 above).

## Search company domain



5. Login using your BYU-Idaho Login.

BYU-Idaho Login
Username
Create username   Forgot username
Password
Change password   Forgot password
LOGIN

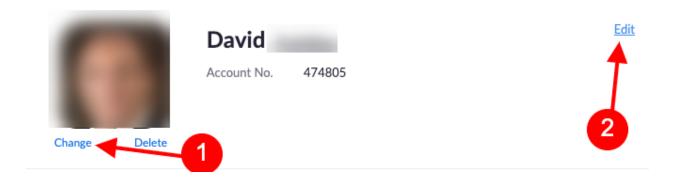
## \*Log into Zoom Prior to Joining a Meeting\*

It is possible to join some Zoom meetings without being signed. However, logging in prior to a meeting will allow others in the room to see your name and profile picture. Joining a room without logging in appears impersonal and may result in the loss of attendance credit. To login prior to a meeting, launch the Zoom program on your computer and follow steps 1-4 above.

## Step 3: Setup Your Zoom Profile

#### Go to https://byui.zoom.us/profile

- 1. Upload a profile picture that shows your face only. (Pictures of spouses, pets, etc, are not appropriate.)
- 2. Edit your first name to show your preferred name that you'd like teachers and peers to use when addressing you.



## Step 4: Learn the Basics of the Zoom Desktop App

#### How-To Guides for Desktop App

- Getting Started on PC and Mac
- How to Use Zoom's Desktop App (v 4.3)

#### **Audio Setup & Quality Practices**

Audio is a very important element when participating in a remote course or meeting. Today's devices have microphones and speakers with varying qualities that can limit or enhance your experience. Be sure to test your audio and acquire any needed accessories to make sure your experience is the best it can be.

- 1. BYU-Idaho recommends that students and teachers use wired headphones or earbuds with a microphone built-in. (Test your audio to find the best sound for you and your devices.)
- 2. Mute your microphone to eliminate background noise and distractions

#### **How-To Guides for Audio**

• Setup and Test Audio Settings

## **Video Setup & Quality Practices**

In a Zoom meeting or classroom, your physical environment is part of the Zoom room. Be sure to test your webcam and make any needed adjustments to help others in attendance see your face and feel your spirit. Follow the suggestions below:

- 1. Turn on your camera. Remote meetings are more personal and engaging when everyone shares their video.
- 2. Make sure you have light on your face. Avoid backlights or anything else that casts a shadow on your face.
- 3. Place the camera at eye-level. No one wants to feel like they are looking up at you or down on you.
- 4. Consider your background. Is it professional, interesting, or is it distracting? Do your best to have your background represent a place that can be considered an extension of BYU-Idaho.

#### How-To Guides for Video

- How Do I Test My Video?
- How Do I Change The Video Layout?
- Virtual Background

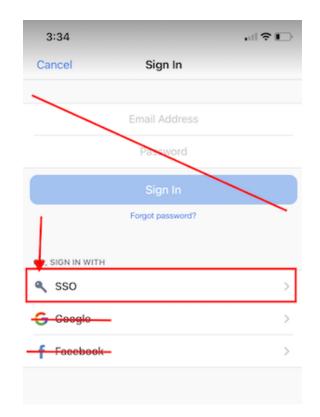
## Optional: Install Zoom on Mobile and Sign-in with SSO

1. Install the mobile app from one of these app stores: <u>iOS</u> (iTunes.apple.com), <u>Android</u> (play.google.com)

2. Open the app and click Sign-in



3. Click Sign-in with **SSO** 



4. Enter "byui" in the field. (The BYU-Idaho Zoom address is https://byui.zoom.us)

3:34
Cancel Sign In
Forgot password?
OR X Sign In with SSO
SSO Enter your company domain
G byui .zoom.us
f Facebook >
I don't know the company domain
q w e r t y u i o p
asdfghjkl
☆ z x c v b n m ⊗
123 😄 . / .com go

5. Sign-in with your BYU-Idaho Login.

3:35 ∢Zoom
AA 🔒 secure.byui.edu 🖒
ВУО
BYU-Idaho Login
Username
Create username   Forgot username
Password
Change password   Forgot password
LOGIN
∧ ∨ Done
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<b>Ŷ</b> Q W E R T Y U I O P

How To Guides...

- Getting Started with iOS
- Getting Started with Android

## How Not to Zoom