

## CREATE A ZOOM ACCOUNT

Zoom is an online program that provides a way to meet with people via video on your desktop computer, laptop, smartphone, or computer tablet. Zoom is a simple way to talk with family, friends, and professionals. To use Zoom, you need to create an account.

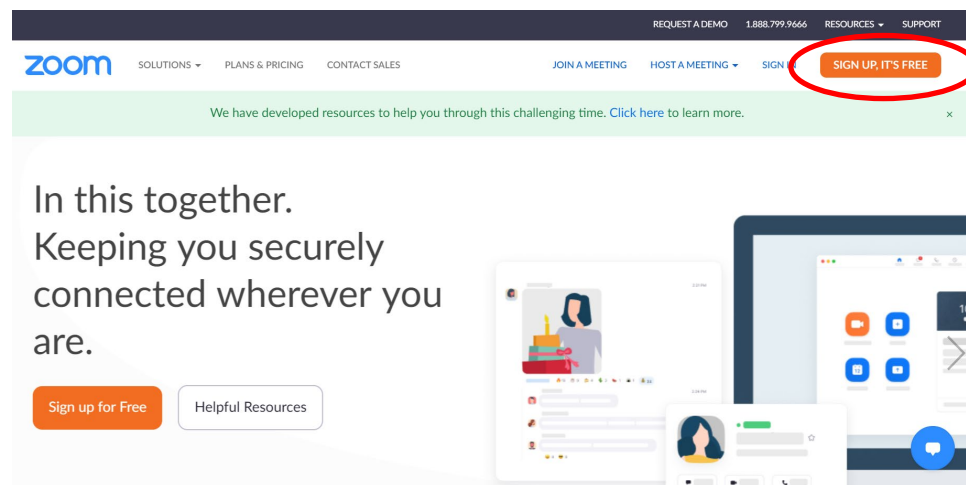
1. Open a browser, such as Google Chrome, Firefox, or Edge.



2. In the search bar at the top, type <https://zoom.us>.



3. Click **SIGN UP, IT'S FREE**.



4. You will be asked to enter your birthday then be taken to another page. Enter an e-mail address, either work or personal. Click **Sign Up**.



### Sign Up Free

Your work email address

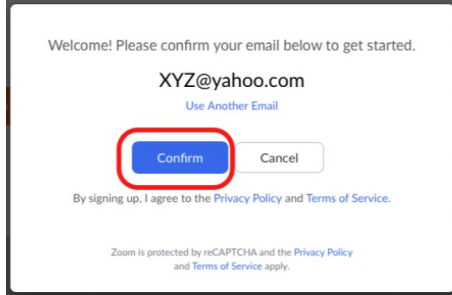
Zoom is protected by reCAPTCHA and the [Privacy Policy](#) and [Terms of Service](#) apply.

Sign Up

Already have an account? [Sign in.](#)

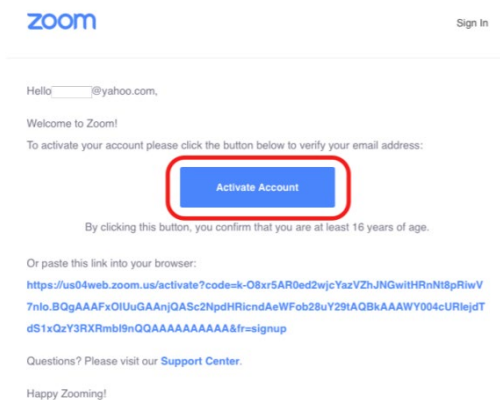
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5. A pop-up box will appear, asking you to confirm your email address. If correct, click **Confirm**.

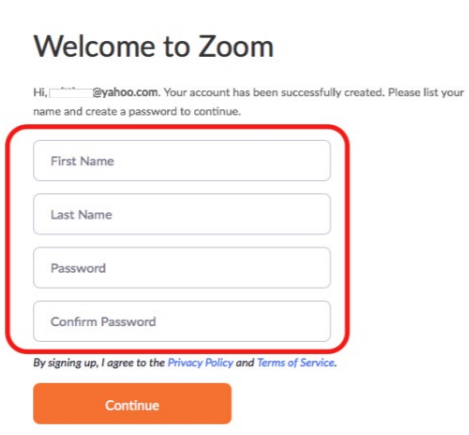


6. Zoom will send a confirmation message to your e-mail account. Open the e-mail message and click the link.

7. The link will open a new page. Click **Activate Account**.



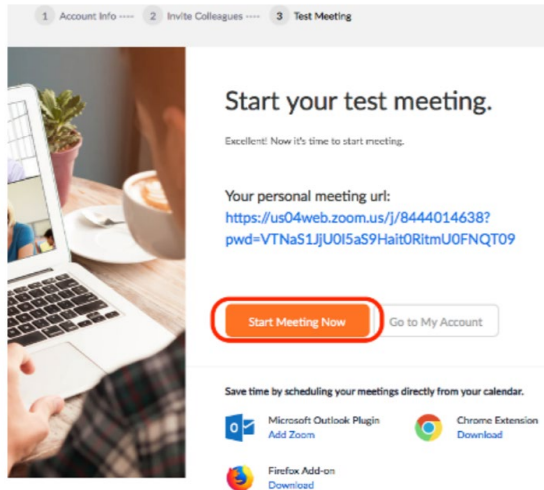
8. Type your first name, last name, and a new password. Retype the password in the “Confirm Password” field. Click **Continue**. You now have a Zoom account.



9. Zoom may ask you to “Invite Your Colleagues”. You can skip this step for now.

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10. Zoom offers an optional test meeting. You can do the test meeting by clicking **Start Meeting Now**. You will be the only person on the meeting. You can skip the test meeting by closing the window.



11. We recommend that you ignore the “Upgrade” requests, which cost money. You can upgrade later if you need to. Close the window.

12. You can host or join a Zoom meeting, or sign into your account on the Zoom homepage (step #2).

