How to use Zoom on Facebook Portal

Before you can use Zoom on the Facebook Portal, you need to create a Zoom account at <u>www.zoom.us</u>. You can do that on a laptop or desktop computer by following directions <u>here</u>. Or you can create a Zoom account on an iPhone using directions <u>here</u>.

How to add Zoom to Facebook Portal

- 1. On the Portal, tap the Apps icon
- 2. Tap **Add** beside **Zoom**.
- 3. Once Zoom has been added it will be displayed with all the other Portal apps.
- 4. Tap the **Zoom** app to open it.
- 5. Zoom will ask several questions about allowing pictures, recording video, and accessing photos, etc. Tap **Allow** on each question.
- 6. Next, you'll be brought to a sign-in screen displaying a code.

- 7. Open a web browser and go to https://zoom.us/pair. You'll be prompted to sign into the Zoom account that you created at the beginning of this document.
- 8. Once you've signed into Zoom, enter the code showing on the Portal, then click the **Continue** button.



Enter the Code







- 9. You should see a Success screen letting you know that you've successfully paired your Zoom account with the Portal app.
- 10. The Portal will then ask if it was you who entered the code. Tap **Yes, It's Me.**
- 11. You'll be prompted to enter a passcode. I suggest that you skip this step by tapping **Set Up Later** in the upper right corner.



Success You are now signed into Zoom on your device

Did You Just Try to Sign In?

kathy.fahy1@gmail.com tried to sign in to Zoom on this device

Yes, It's Me

- 12. You'll now be brought to the Zoom screen.
- 13. To join a Zoom meeting, tap the **Join** button on this screen.



14. Enter the 10-digit Meeting ID number from the meeting invitation email, then tap the **Join Meeting** button.

Enjoy your meeting!!

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