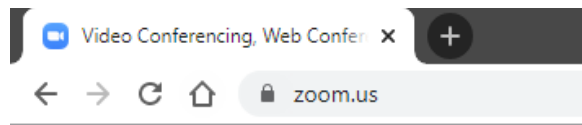


# Zoom

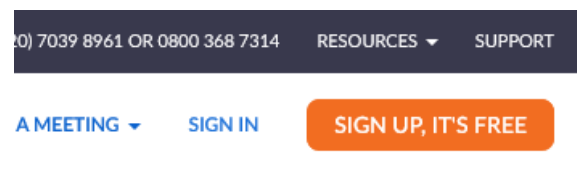


## Videoconferencing – user registration guide

1) Using your browser, navigate to zoom.us:



2) Click the „Sign Up, It’s Free“ button:

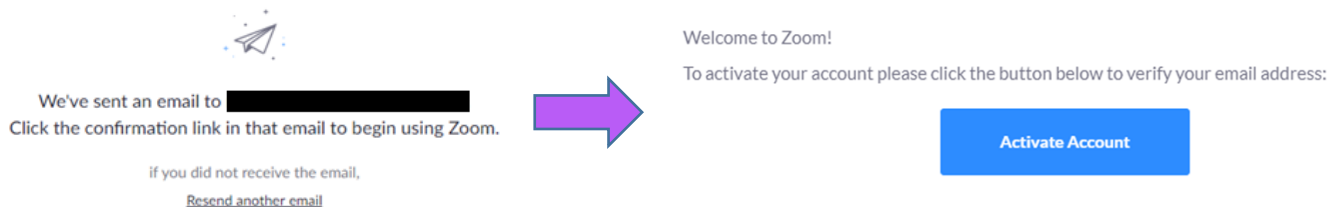


3) Follow on-screen prompts and enter your email address:

### Sign Up Free

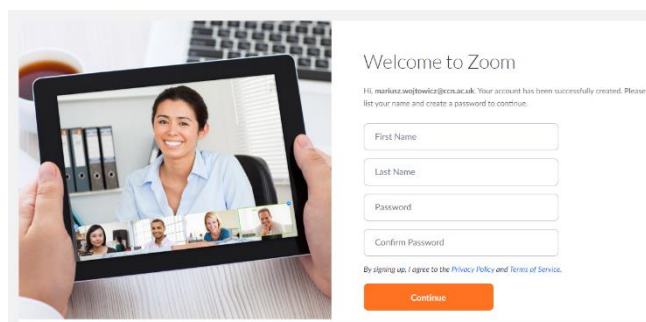
Your work email address

4) Check your email inbox for a Zoom activation link:





5) Fill in your personal details, as prompted:



6) Ensure you select a secure password:

Password must:

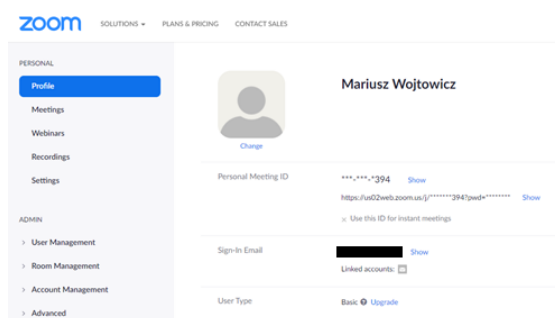
- Have at least 8 characters
- Have at least 1 letter (a, b, c...)
- Have at least 1 number (1, 2, 3...)
- Include both Upper case and Lower case characters

Password must NOT:

- Contain only one character (11111111 or aaaaaaaa)
- Contain only consecutive characters (12345678 or abcdefgh)

7) Remember to note down your login details.

8) You will now be logged into your Zoom account:



9) Click „Meetings“ to schedule a new Zoom meeting:

