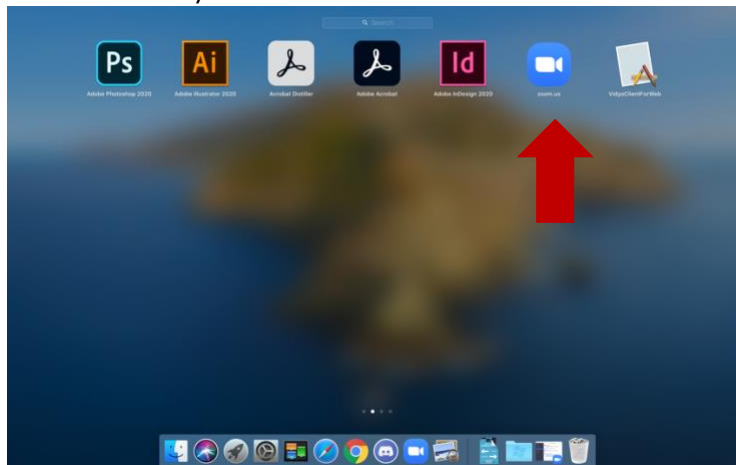


## Downloading and Installing the Zoom Desktop App Cheat Sheet

- First check to see if you already have the Desktop App installed.
  - On a **Mac** select **Launchpad** on your taskbar:



- Your installed apps will appear (Zoom may show up on the second or third page if it is installed):



- If you do not see Zoom, follow the instructions to install the Desktop App.
  - On a **Windows** computer click the **Windows** button. Look under Z to see if Zoom is installed:



- You may also type “Zoom” into the **Search Bar** that appears when you click the **Windows** button. If Zoom does not appear, follow the instructions below to install the Desktop App.
- Go to <http://suffolk.zoom.us> in your browser (Chrome, Safari, Microsoft Edge, Firefox).
- Before logging in with your Suffolk credentials **scroll down** beneath the Suffolk University Introduces Zoom picture to the text that says **to start using Zoom, choose the correct download specific to your device:**

The screenshot shows the Suffolk University Zoom landing page. At the top, it says "Suffolk University Introduces Zoom" and "Zoom is our new video/web conferencing and online classroom tool available to all Suffolk students, faculty, and staff." Below this is a video player showing a meeting. Underneath the video, the text reads "To start using Zoom, choose the correct download specific to your device". Four download buttons are visible: "Download For Windows", "Download For Mac", "Download For iOS", and "Download For Android". Red arrows point from these buttons to four text boxes below them, each providing instructions for the respective device.

Select this if you are using a **windows** computer

Select this if you are using a **Mac** computer

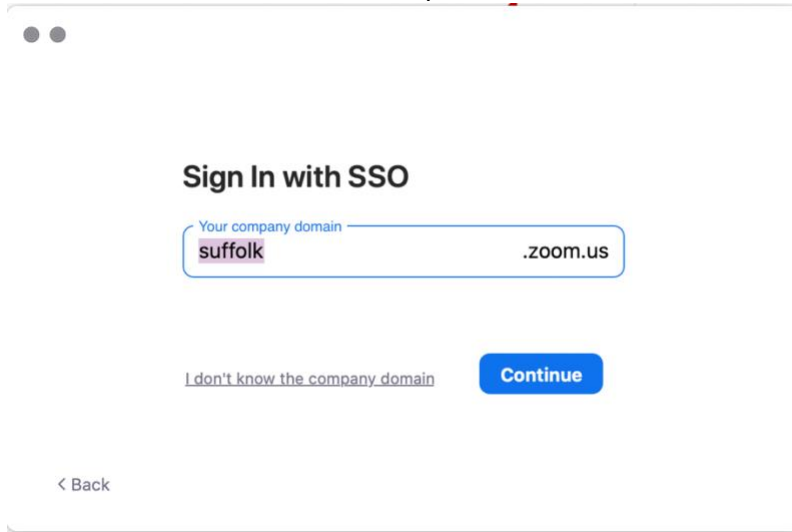
Select this if you are using an **iPad or iPhone**

Select this if you are using an **Android device**

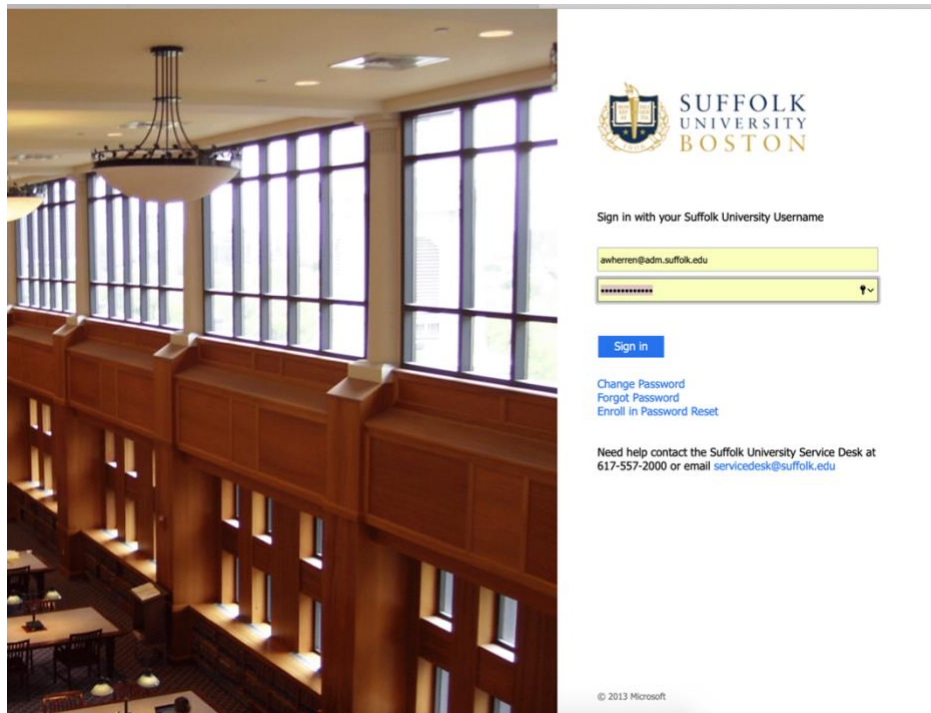
- Open the file you downloaded and follow the prompts on your screen to install.
- Once you have installed the application, you must choose the Login with SSO button.

The screenshot shows the Zoom Sign In page. It has a "Sign In" header and a "Sign Up Free" link. There are input fields for "Email" and "Password", with a "Forgot?" link next to the password field. A "Keep me signed in" checkbox is checked. There are "Sign In" and "Sign Up" buttons. On the right side, there are three social login options: "Sign In with SSO" (circled in red), "Sign In with Google", and "Sign In with Facebook". A "< Back" link is at the bottom left.

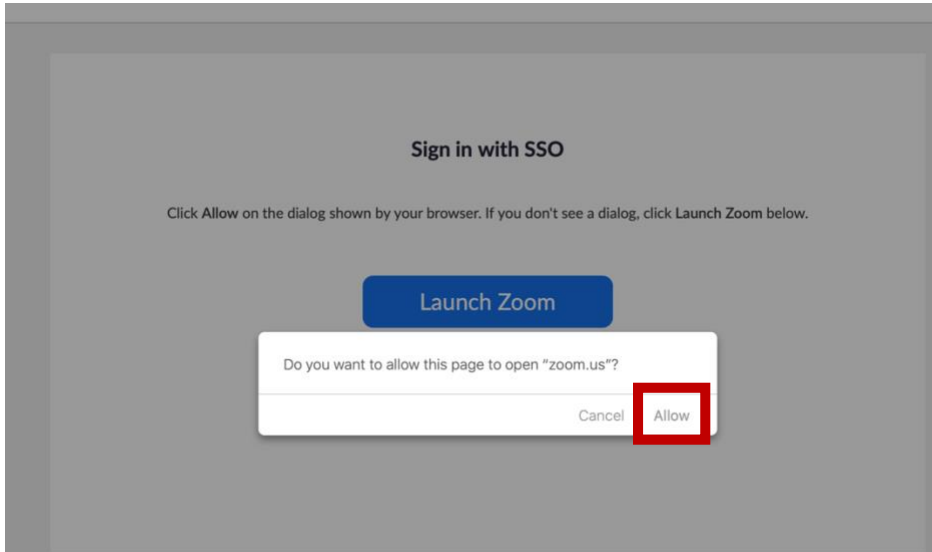
- Enter Suffolk into the blank and press Continue:



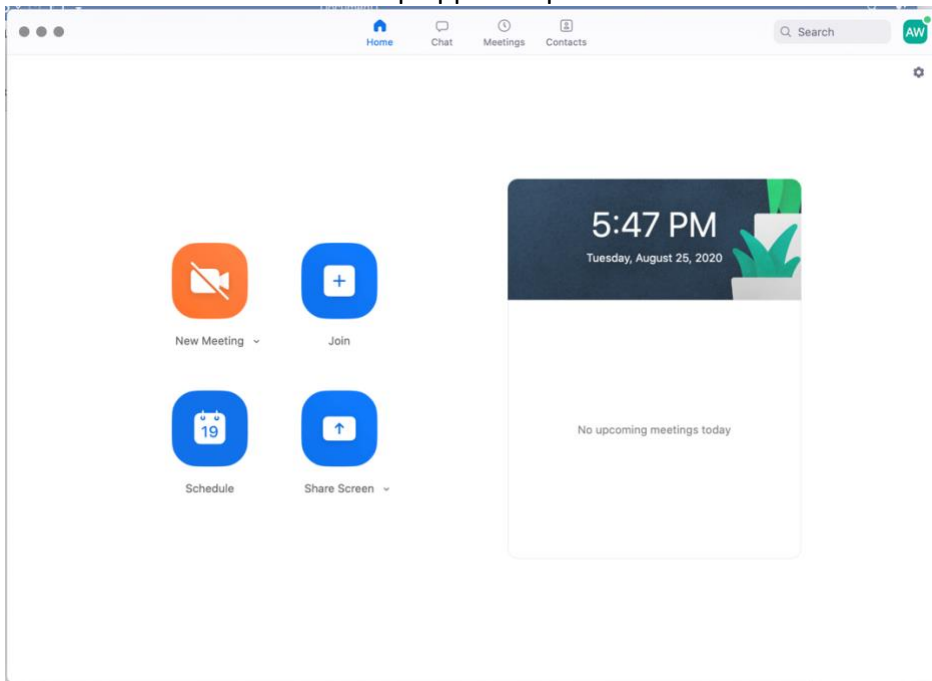
- A page will open on your browser, and you will be prompted to enter your Suffolk credentials:



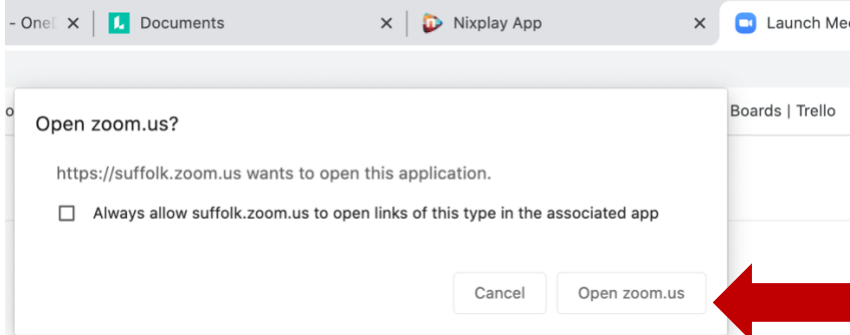
- Once you sign in you will be prompted to allow the app to open. Click Allow:



- The main screen of the desktop app will open:



- The next time you start a meeting from Blackboard, suffolk.zoom.us, or from a meeting link you've saved or been sent, a window will open with this prompt:



Select **Open zoom.us** to open your meeting in the desktop app.

When system dialog prompts, click **Open zoom.us**.