**Getting Started with Zoom**

Welcome to Zoom! This document is designed to get you up to speed and in your very first Zoom meeting as fast as possible.

To create an account, go to <https://bcm.zoom.us> and click **Sign In** in the upper right-hand corner of the page.



Log in with your **BCM Username** and **Password**.



After successfully being signed in, you will be taken to your “My Profile” page.



On this page you can:

* Change your avatar (used when you turn off your camera and for our IM feature).
* Edit your [Personal Meeting ID/Personal Vanity URL](https://support.zoom.us/hc/en-us/articles/201362843-What-is-Personal-Meeting-ID-PMI-and-Personal-Vanity-URL-PVU-)
* Change your Time Zone
* Change your Default Call in Country
* Change your password
* Change your [Host Key](https://support.zoom.us/hc/en-us/articles/205172555-What-is-Host-Key-) (used for Personal Audio Conference)

After configuring your profile, click on **My Settings** to set your In Meeting, Email Notification, Security, and Scheduling Privileges preferences.



Now we need to get the actual Zoom software installed on your PC/Mac. The easiest way to do this is to head to <https://zoom.us/meeting> and click **Start** to the far right of your **Personal Meeting Room**.



Once you click the **Start** button, your browser will begin the installation of the Zoom client and you will join your own **Personal Meeting Room**. Once successfully installed and the Meeting is started, you should be looking at yourself via your webcam. Feel free to click on **End Meeting** at the lower right-hand side of the Zoom interface.



You now have the Zoom client for Meetings installed. Best practice on **Windows**, go to the Zoom client and click on **Settings** at the top right. Click on **General** and then check the box that says “**Start Zoom when I start Windows**”.



 

On Mac, right-click the **Zoom** app in the **Dock**, select **Options > Open at Login**.



For iOS and Android devices, please visit the App Store or Google Play to install the Zoom mobile apps.

Here are some great resources from our Knowledge Base to take a deeper dive into using Zoom.

* Download the [Getting Started with PC and Mac Guide](https://support.zoom.us/hc/en-gb/article_attachments/203114083/Zoom_Getting_Started_with_PC_and_MAC_v6.pdf)
* Watch the [Getting Started Videos](https://www.youtube.com/playlist?list=PLKpRxBfeD1kEM_I1lId3N_Xl77fKDzSXe)
* Join our [Weekly Zoom Meetings and Webinar training](https://support.zoom.us/hc/en-us/articles/206080966)

If you require technical assistance, please contact the OIT Help Desk at (713) 798-8737 or it-support@bcm.edu.