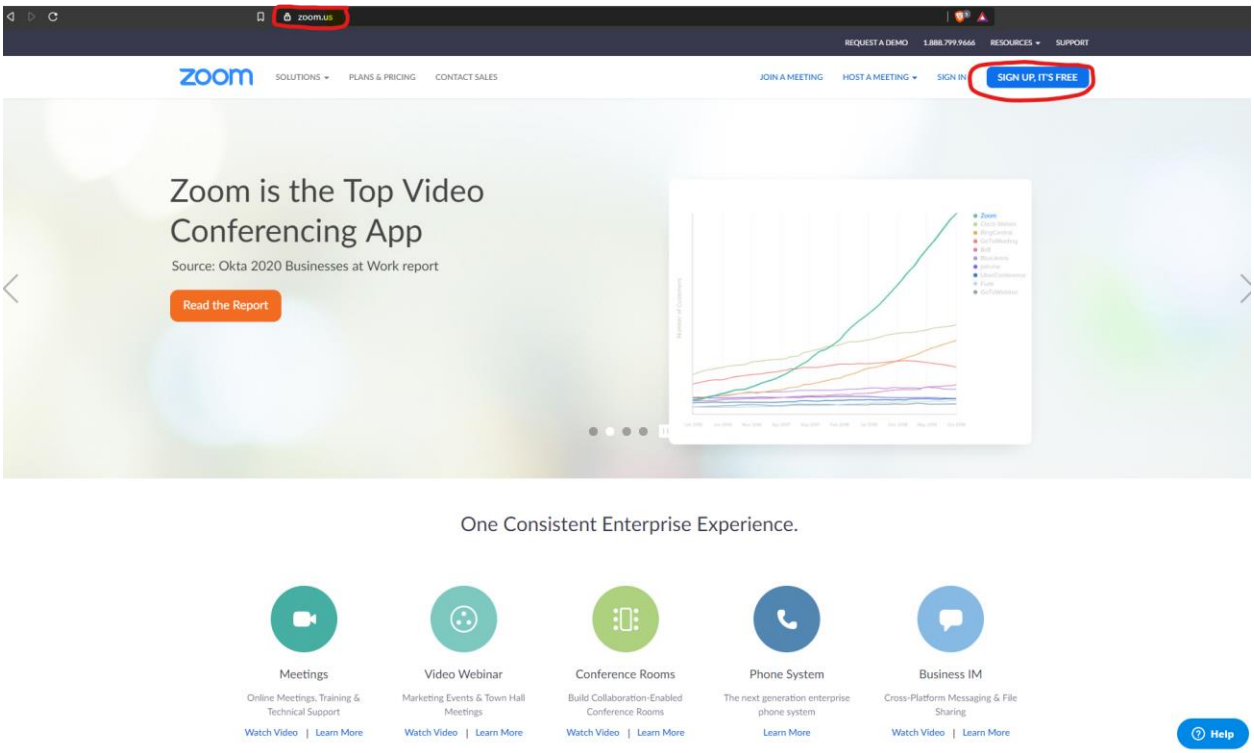
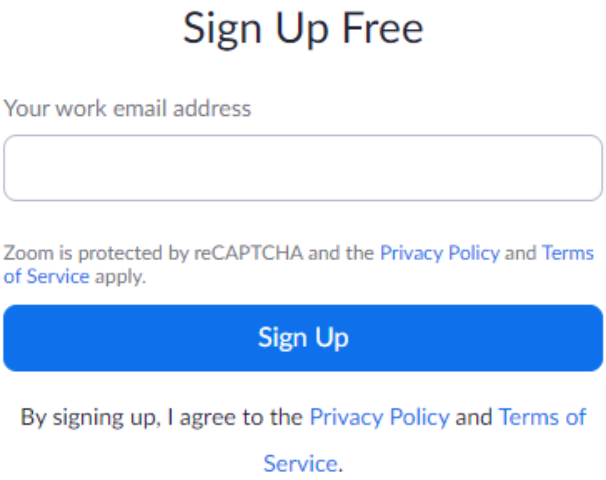
Zoom Set Up

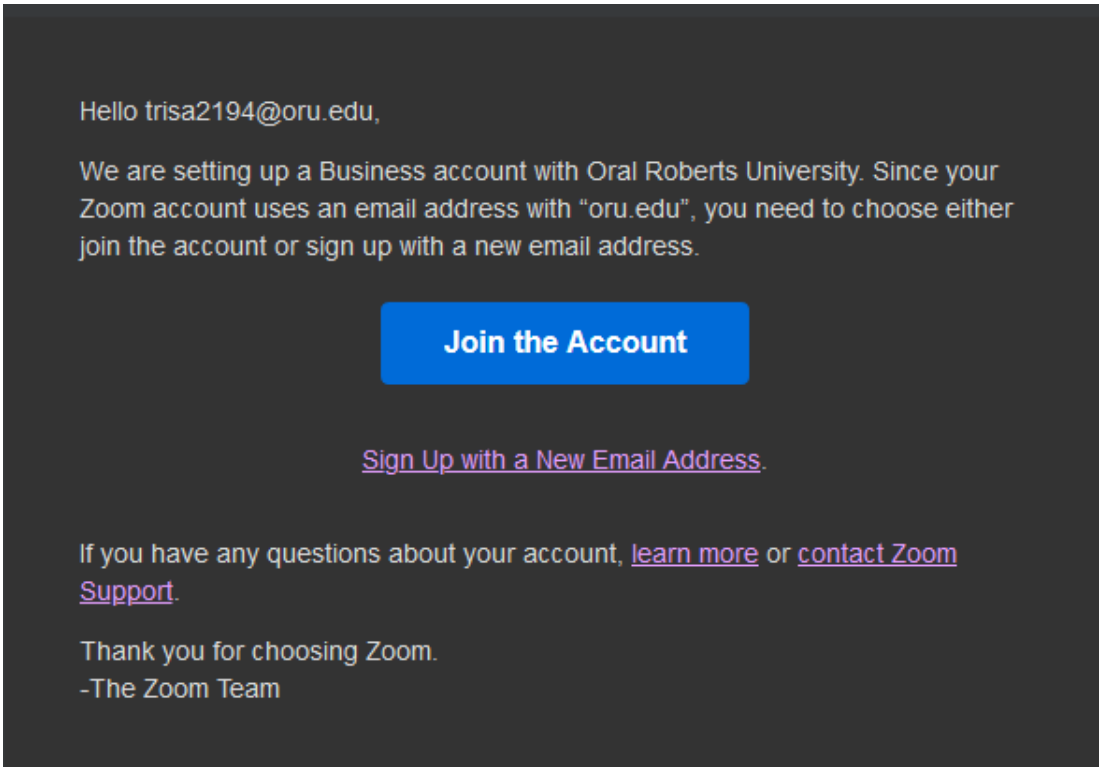
- Go to zoom.us
- Select “SIGN UP, IT’S FREE!”



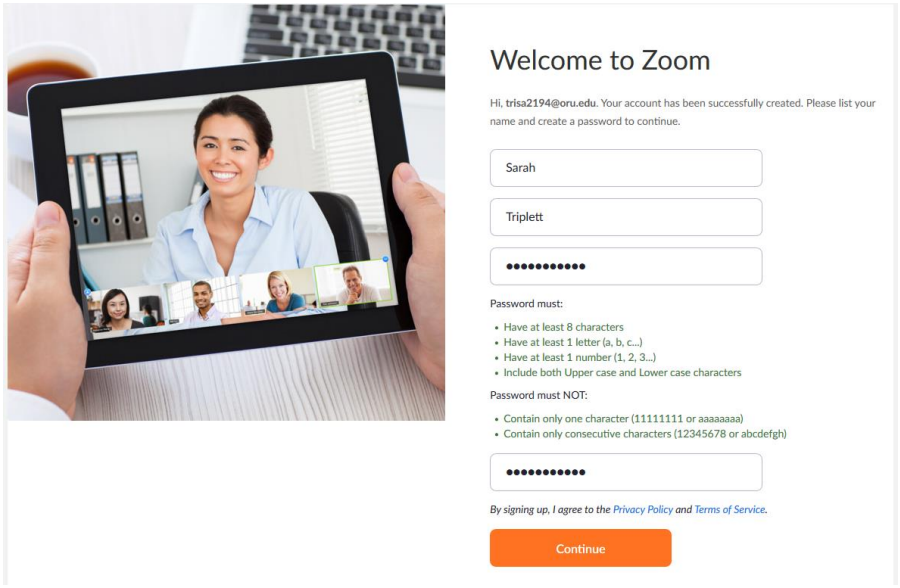
- Enter in your ORU email address.



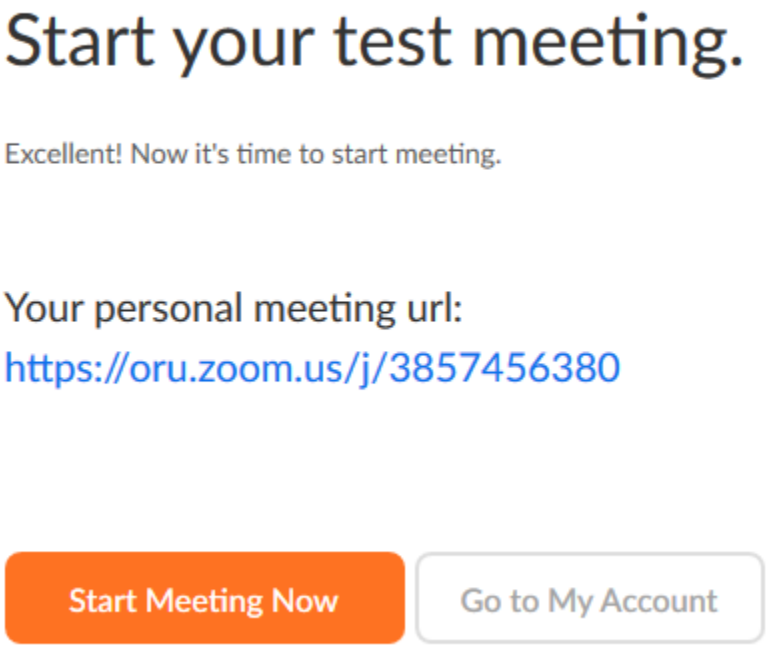
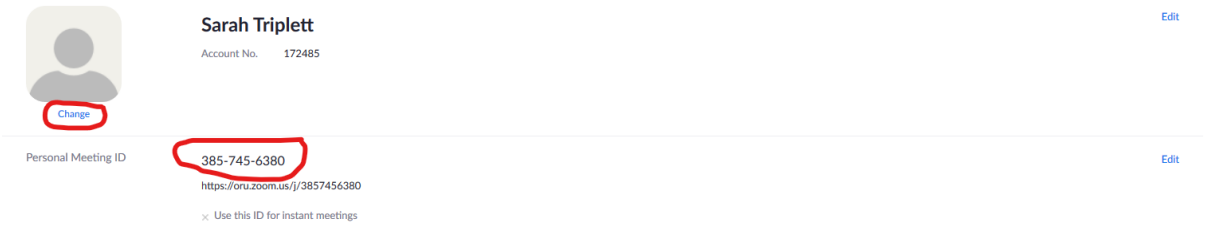
- An email to complete the sign-up process will be in your inbox. Click “Join the Account” in the email.



- Put in your First and Last name and create a password.



- Skip the “Don’t Zoom Alone” and select “Go to My Account” on the following screen.



- Edit the Personal ID to be your office phone number (918.495.XXXX), and check the box saying “Use Personal Meeting ID for instant meetings”, then save changes. You can also upload a profile picture that will be displayed if you do not have camera capabilities.