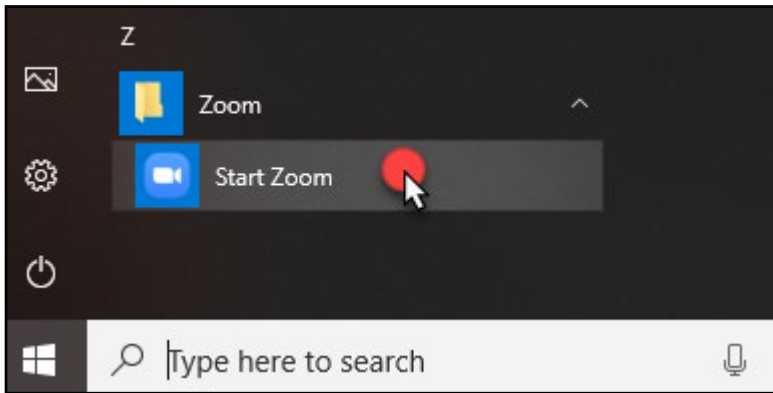


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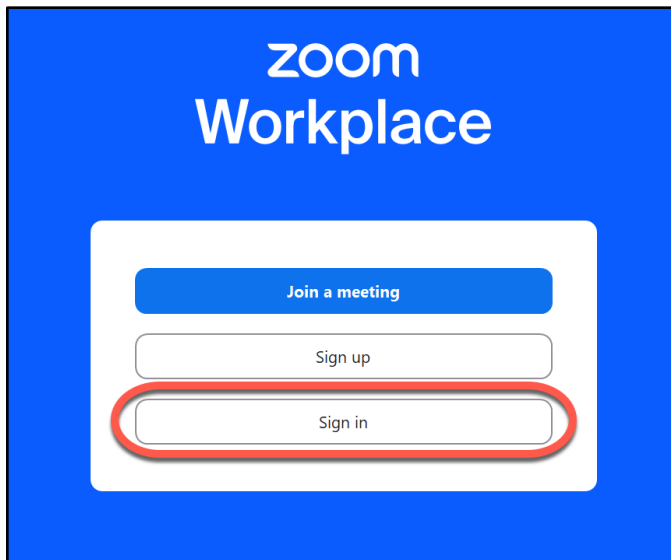
Updating Zoom on Windows

Zoom regularly provides new versions of the Zoom app to release new features and fix bugs. We recommend occasionally checking your version and updating to the latest version to ensure the best experience and proper functionality.

1. Open your Zoom Windows client. Some of you may have a desktop icon; others may get to it through your Start menu, as shown below.

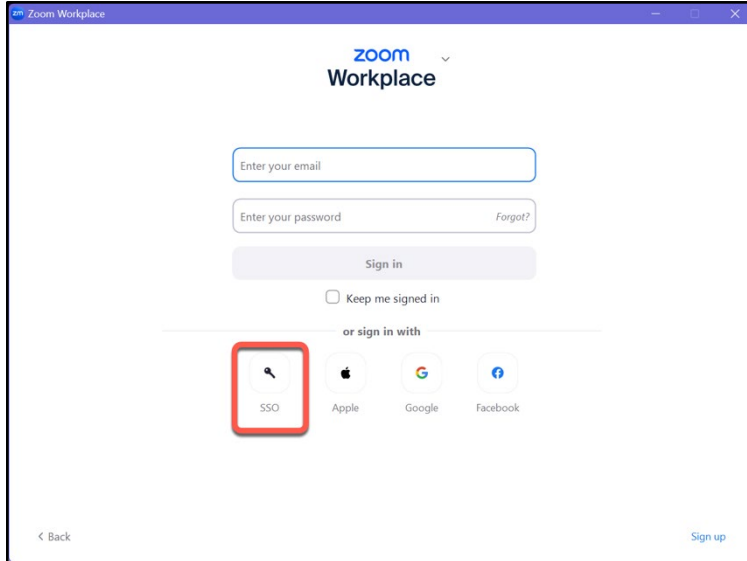


2. The Zoom application will open and present you with this first screen. Click on the "Sign In" button.

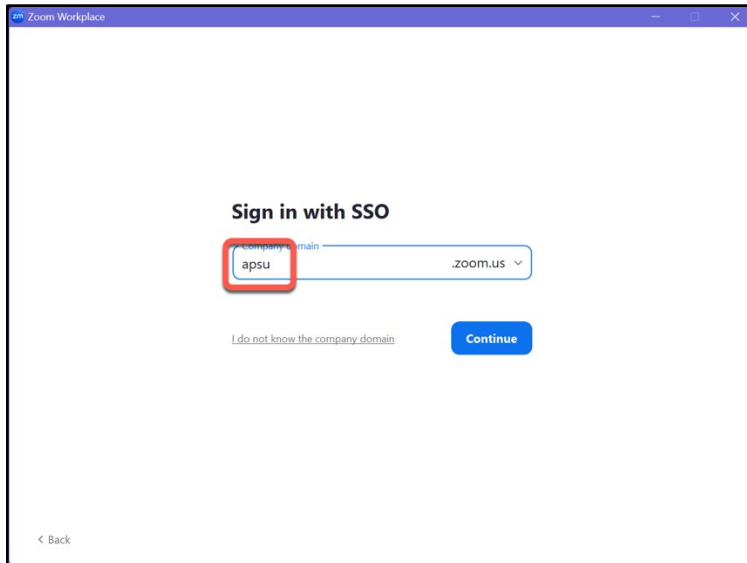


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- The next screen will ask you to log in. Because APSU uses Single Sign On, please click the “Sign in with SSO” button.

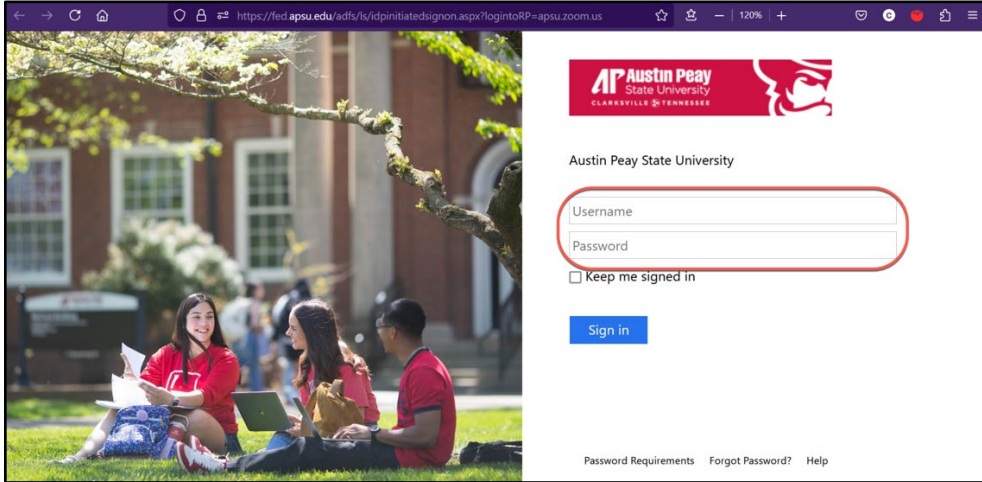


- The next screen asks for the company domain, which should be “apsu,” then press the “Continue” button.

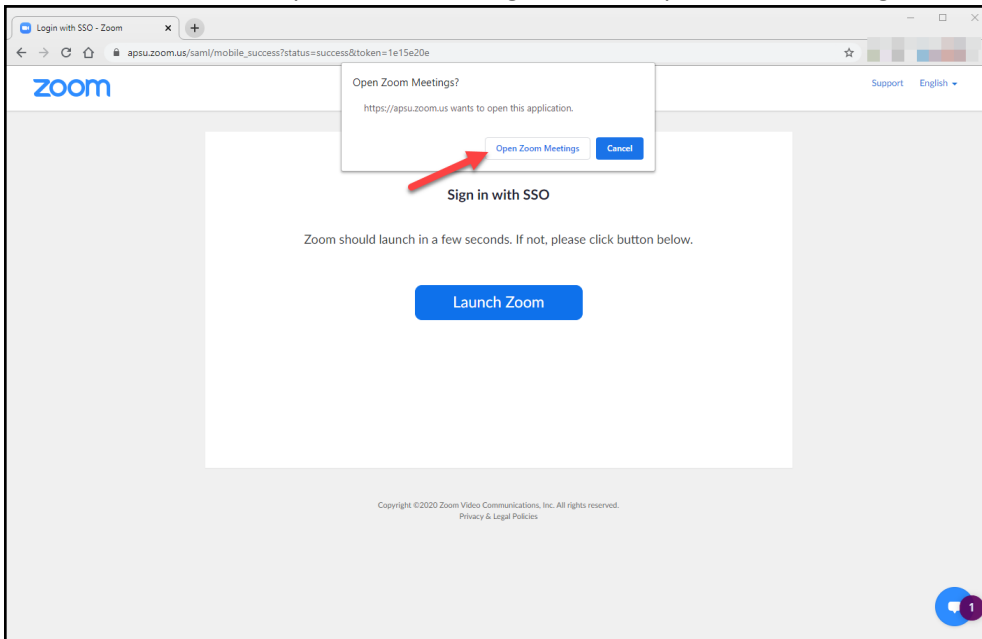


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5. Zoom will now push you into the standard APSU Single Sign-In Process.



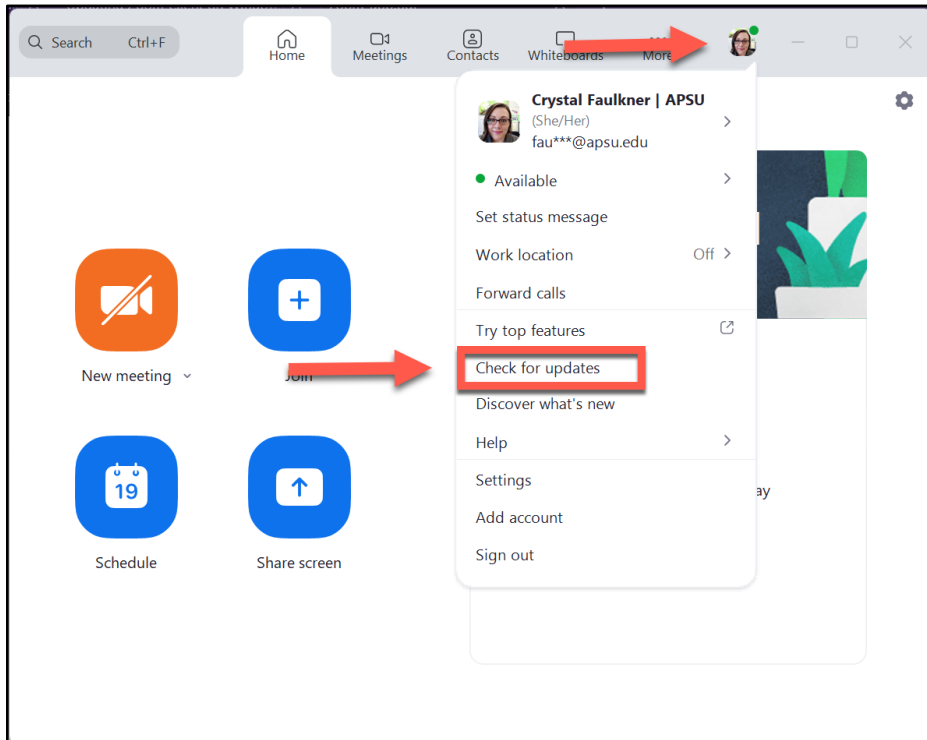
6. Next, a window asks, "Open Zoom Meetings?". Click "Open Zoom Meetings".



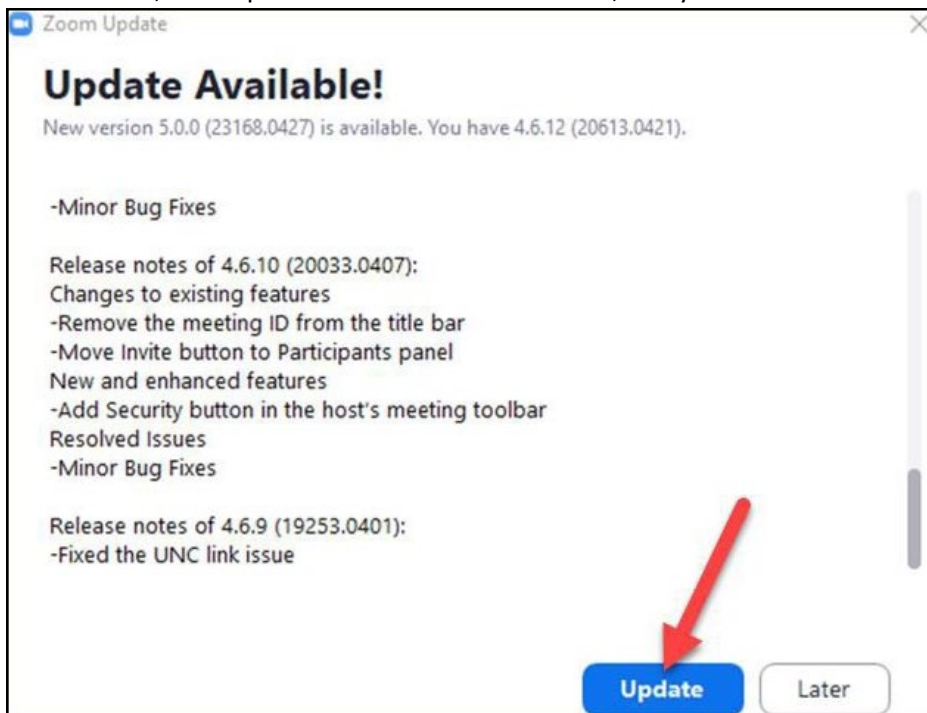
7. At this juncture, Zoom itself may prompt you to do an upgrade. If it does, you should not have to do the following steps. If it does not prompt you to do an upgrade, please proceed.

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8. Once in your Zoom client, click the Avatar circle in the upper right-hand corner, and a menu will appear. From the menu, click the “Check for Updates” item.



9. If an update is available, Zoom will display the update information and the changes the update brings. A blue bar will slowly move across the bottom of the box as the update downloads. When the update has been downloaded, the “Update” button will be available, and you can click it.



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10. After the update, you should be able to continue using Zoom!

