

#### Before You Start:

Before you can host a meeting with Zoom, you must have the the Zoom Desktop Client software installed on your computer or device. If applicable, visit <https://zoom.us/download> to download and self-install the Zoom Client for Meetings.

#### Zoom Web Portal:

Visit <https://zoom.us/signin> or <http://{vanity}.zoom.us/signin> and enter your email address and password. Upon sign in you will be taken to your Profile page.

Highlights of this page are:

- Setting your profile picture (persists through the Zoom platform).

- Editing your [Personal Meeting ID/Personal Link](#)

- This is your personal dedicated virtual meeting space. You can use it at any time or schedule it for future use.

After configuring your profile, we recommend going to the Meeting Settings tab to configure your preferences





