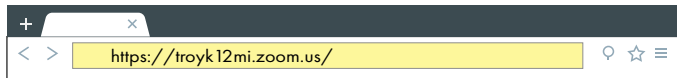


HOW TO SET-UP YOUR NEW TSD ZOOM ACCOUNT

STEP 1:

Open a browser (Safari , Firefox , or Chrome , etc)
Go to <https://troyk12mi.zoom.us>



STEP 2:

Click on **Sign in** from the ZOOM homepage

Sign in

Configure your account
(Login with your TSD email and password)



STEP 3:

Schedule a Test Meeting - Click on Meetings then Schedule a New Meeting

PERSONAL

Profile

Meetings

Webinars

Recordings

Settings

Schedule a New Meeting

STEP 4:

Enter the Details of your Test Meeting - Click Save

Topic
Description (Optional)
Time - Duration
Meeting ID

Security
Video
Audio
Meeting Options

Save

STEP 5:

Click Start or on your new Meeting title (if you do not have the Zoom app installed, it will allow you to install it on your desktop)

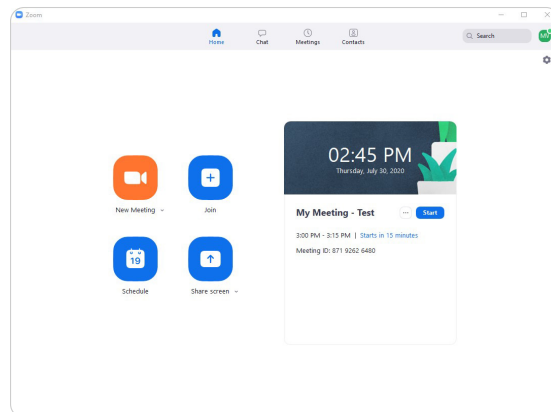
Upcoming Meetings Previous Meetings Personal Meeting Room Meeting Templates

Schedule a New Meeting

Start Time	Topic	Meeting ID		
Today 03:00 PM	My Meeting - Test	000 0000 0000	Start	Delete

STEP 6:

You can continue to use Zoom from the URL <https://troyk12mi.zoom.us> or from the Desktop App



INFORMATION

WHEN LOGGING INTO THE APP - USE THE FOLLOWING:

Sign in: **Sign in with SSO**
Enter the Domain: **troyk12mi**

If you experience issues Signing in or need assistance with troubleshooting, Please contact the Technology Help Desk
Monday-Friday - 7am-4pm
P: (248) 823-5092
E: helpdesk@troy.k12.mi.us