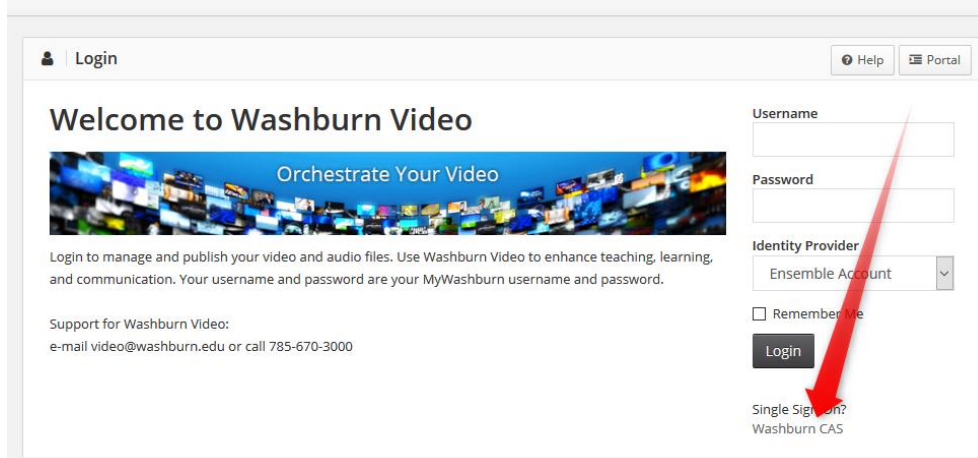


Washburn Specific Zoom Information

- The Zoom application is already installed on university computers.
- To install the Zoom application on your personal (home) computer:
 1. Go to <https://washburn.zoom.us>
 2. At the very bottom center of the screen, click Download Zoom
 3. The download should start automatically (if you haven't changed your browser settings, it will automatically save in your Downloads folder)
 4. Open your Downloads folder on your computer
 5. Run the install file (it should be named something like ZoomInstaller)
 6. Follow the on-screen prompts

If you have any problems getting Zoom installed, contact Support, support@washburn.edu or 785.670.3000.

- If you want to use the Zoom website that they refer to in the Zoom trainings, you can sign in to Washburn's version at <https://washburn.zoom.us> (the login link is in the upper right). However, you will still need to install Zoom to be able to host a meeting.
- In the Zoom application, when you sign in, use the "Sign in with SSO" option (right side, top button) to ensure you get a licensed copy (this give you the benefit of meetings longer than 40 minutes and the ability to record to the Zoom Cloud) – You will be asked what the company domain is, it is "washburn".
- Check and make sure you have a licensed copy by clicking your initials or picture in the upper right corner of the Zoom application (after you have signed in). Next to your name, if it doesn't show "Licensed" send an email to support@washburn.edu and let them know you need your Zoom account upgraded.
- We do not have Zoom integrated into Desire2Learn (this is mentioned about other learning management systems, if you watch the Zoom Meetings for Education webinar).
- If you plan to record your class sessions, please use the "In the cloud" option and make sure you have a Washburn Video Server account. If you don't have one or aren't sure if you have one, follow these steps to create one:
 1. Go to <https://video.washburn.edu>
 2. If you aren't logged in, click the (very small) Washburn CAS link (below the normal login)



Login

Help Portal

Welcome to Washburn Video

Orchestrate Your Video

Login to manage and publish your video and audio files. Use Washburn Video to enhance teaching, learning, and communication. Your username and password are your MyWashburn username and password.

Support for Washburn Video:
e-mail video@washburn.edu or call 785-670-3000

Username

Password

Identity Provider
Ensemble Account

Remember Me

Login

Single Sign-on?
Washburn CAS

3. Log in like you would to MyWashburn
4. That's it, your account is now created.