Starting the Zoom Desktop Client

Note: Users do not need admin privileges to install this application on their BMC machine.

Overview

While meetings can be started and scheduled from the Zoom web portal, you can also schedule/start meetings directly from the Zoom application. It is important to access the Zoom application to set certain in-app settings, including <u>virtual background</u>, audio/video settings, as well as other options.

Note: The Zoom Desktop Client and Mobile App have different features than the Zoom web portal. The Zoom web portal is primarily used for changing your <u>meeting settings</u> and <u>Zoom phone settings</u>. You can also use the web portal to <u>customize your profile</u>.

Prerequisites

Latest version of the Zoom Desktop Client



Opening Zoom



- 2. Right-click on the icon, then click **New Finder Window**.
- 3. In the new window, click **Applications**. Find zoom.us in your apps list and double click the icon to start the app.

Note: If Launchpad is on your dock, you can click that to access your applications list, and open **Zoom** from there.

Saving Zoom to your Dock

Once the Zoom client is open:

- 1. Right-click on the **Zoom** icon in your dock.
- 2. Hover your mouse over **Options**, then click **Keep in Dock**.



Windows 10



- 1. Click the Windows icon in the taskbar.
- 2. In your apps list, scroll until you get to the Zoom folder.
- 3. Click on the Zoom folder.
- 4. Double click on **Start Zoom** to launch the application.

Windows 8



- 1. Click the Windows icon in the taskbar.
- 2. Click the **down arrow**, in the bottom left corner to access **All Apps**.
- 3. Scroll to the apps until you see Zoom, then click **Start Zoom**.

Windows 7



- 1. Click the Windows icon in the taskbar.
- 2. Click All Programs.
- 3. In the programs list, click on the **Zoom** folder.
- 4. Double click on Start Zoom.

Note: On all versions of Windows, you can pin the Zoom desktop client to your taskbar by right-clicking on **Zoom desktop client**, and then clicking **Pin to Taskbar**.