Downloading and installing Zoom Workplace
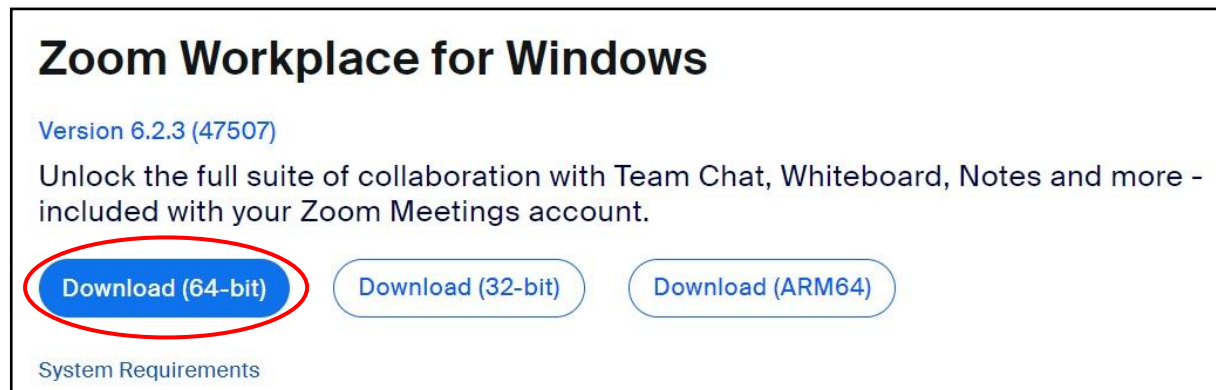
> **Note:**
> - Staff utilising a *Staff Managed computer* need not take any action as Zoom Workplace is installed automatically via *Software Center*.
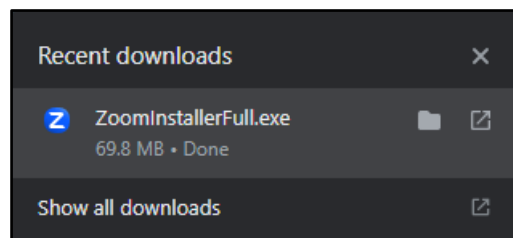
1. Access the UM Zoom portal.

2. Click the **Download Client** link, located in the top bar.

3. Click the **Download** button under **Zoom Workplace**. The application installer file is immediately downloaded on your computer.
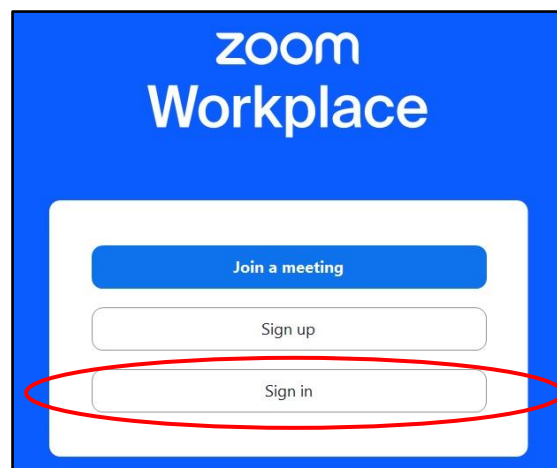

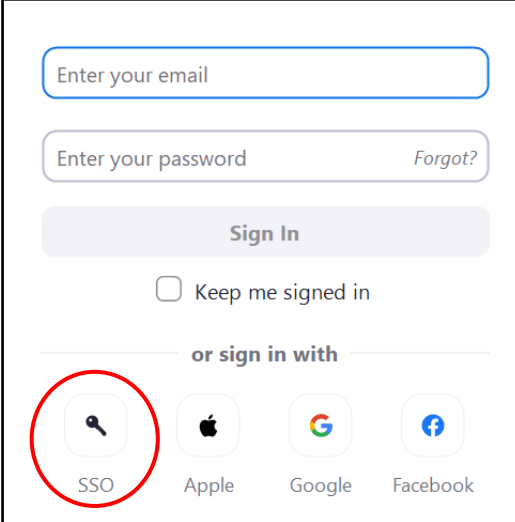4. Click the downloaded **Zoom Installer** executable file to launch it.

The application will be installed on your computer. Once done, Zoom will open.
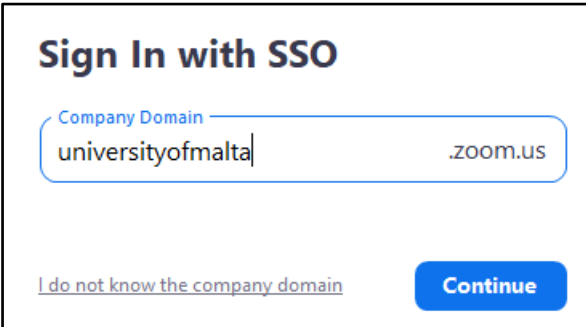
5. Click the **Sign In** button.

6. Click the **SSO** option available under the *or sign in with* section.
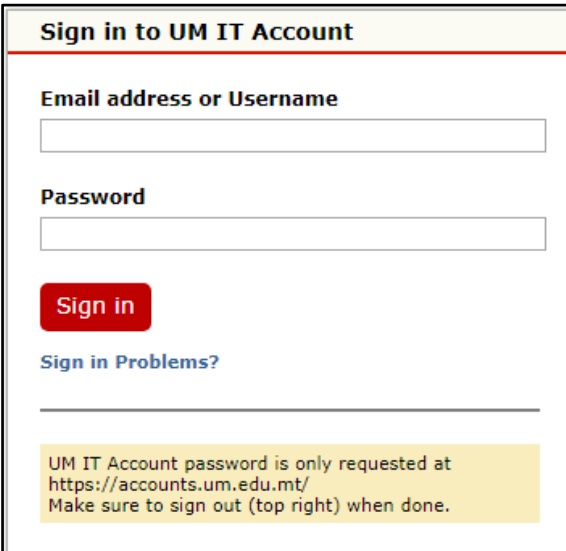

7. In the **Company Domain** field, enter **universityofmalta**.

8. Click the **Continue** button.

9. Sign in with your **UM IT Account**, if required.

10. When prompted, click the **Open Zoom Meetings** button.
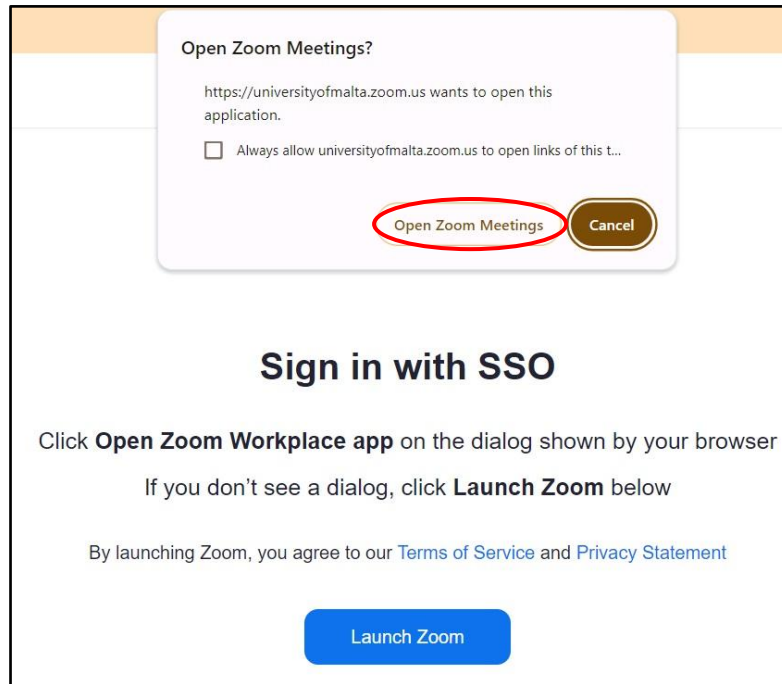
You are now signed in to your Zoom account.

11. Click on the **profile** icon (top right corner of the Zoom client) to confirm that your UM email address is displayed.