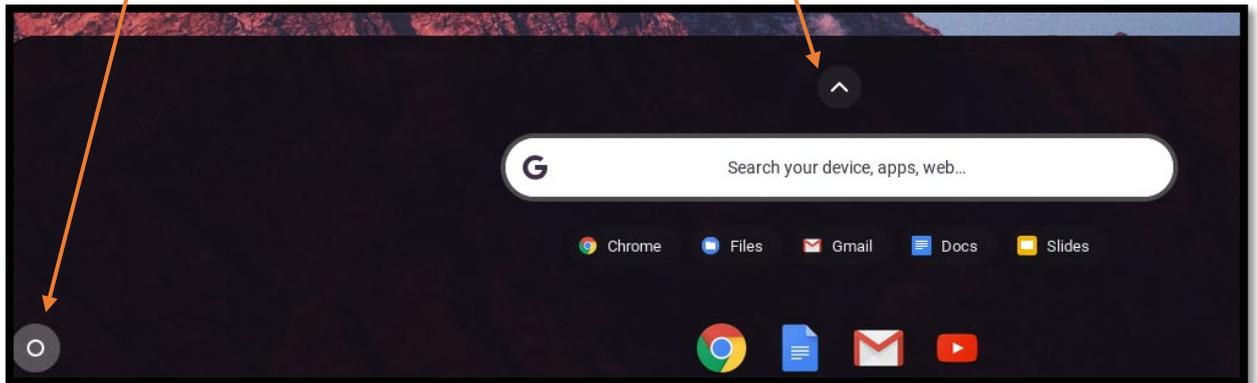


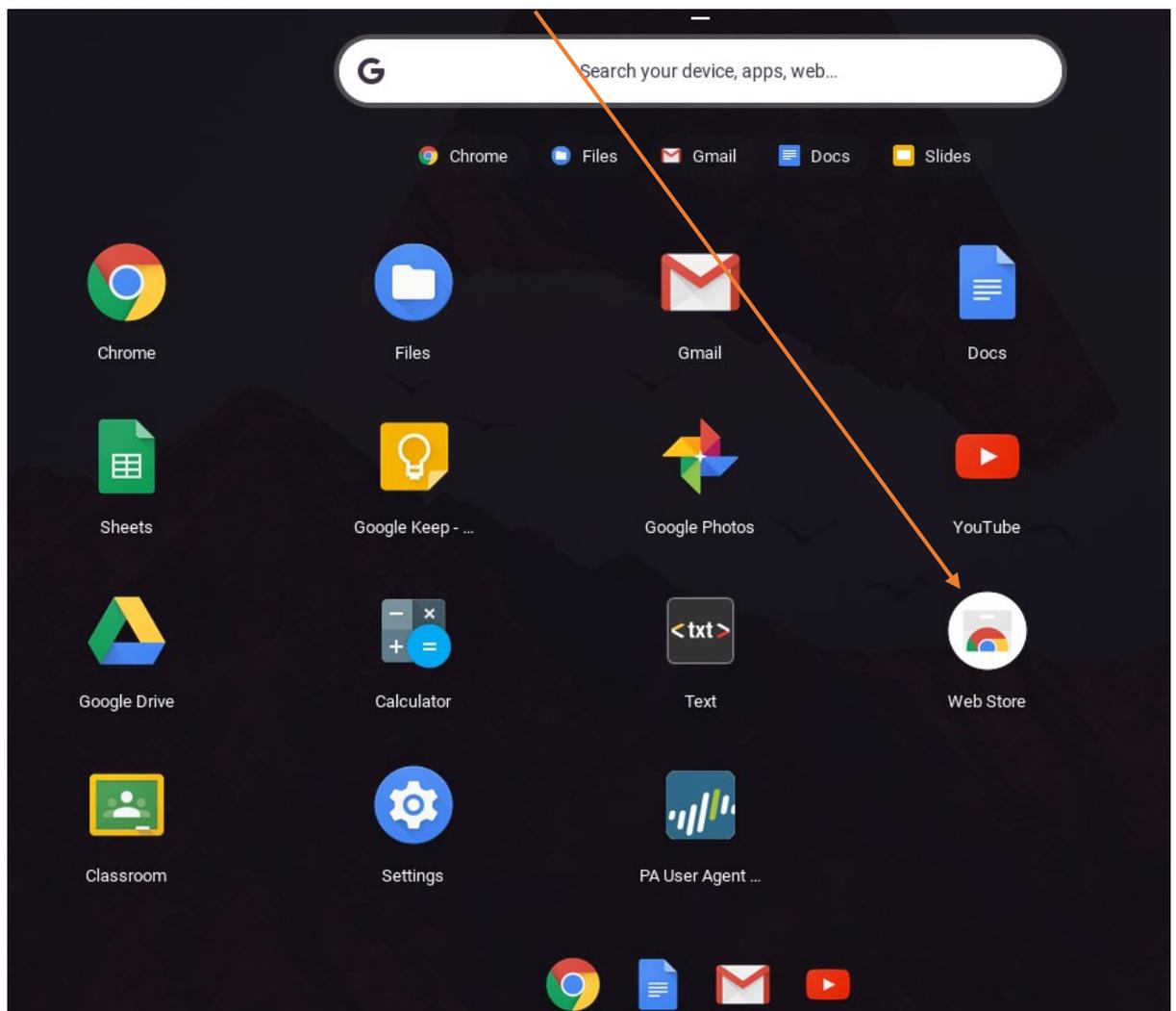
Accessing ZOOM from Chromebooks

Once ZOOM or any other app is installed, user doesn't have to reinstall same app on another Chromebook device. Apps are attached to user profile and they will sync across any Chromebook devices.

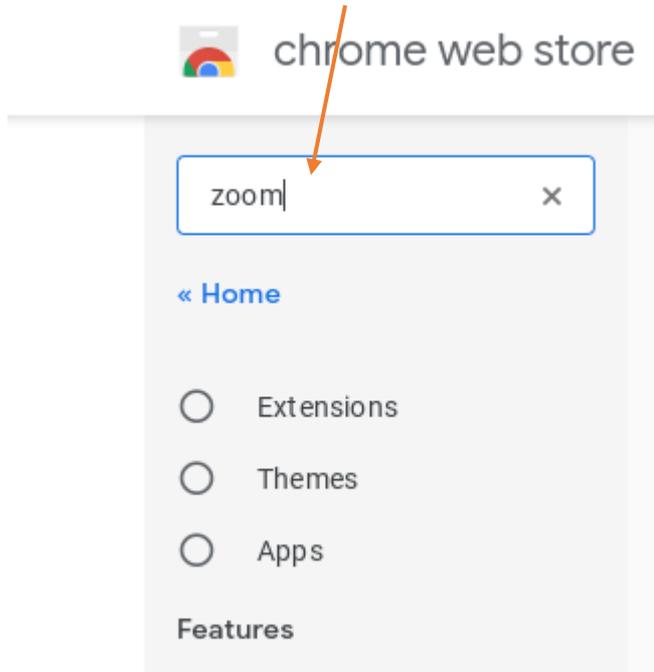
1. Log in to Chromebook using DoE (*Department of Education*) credentials.
2. Select **'Launch'** from the bottom left corner and click on up arrow to expand the application menu.



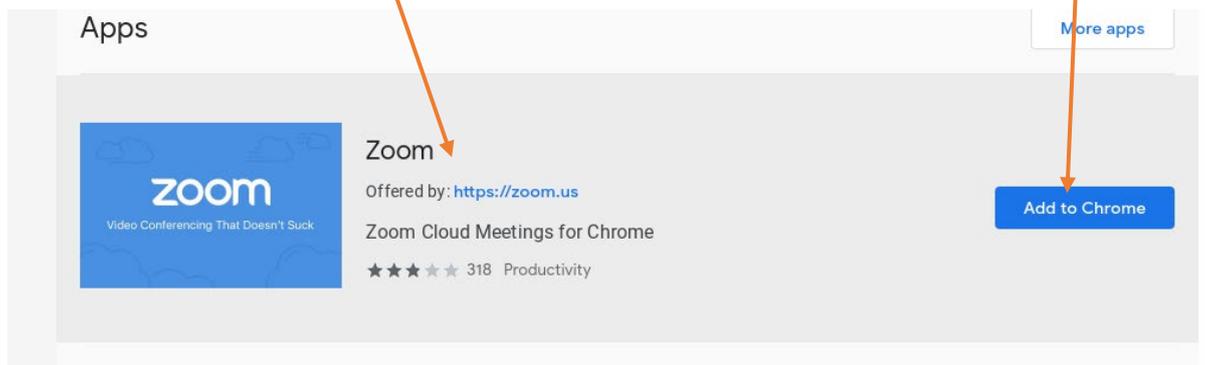
3. Select **'Web Store'**.



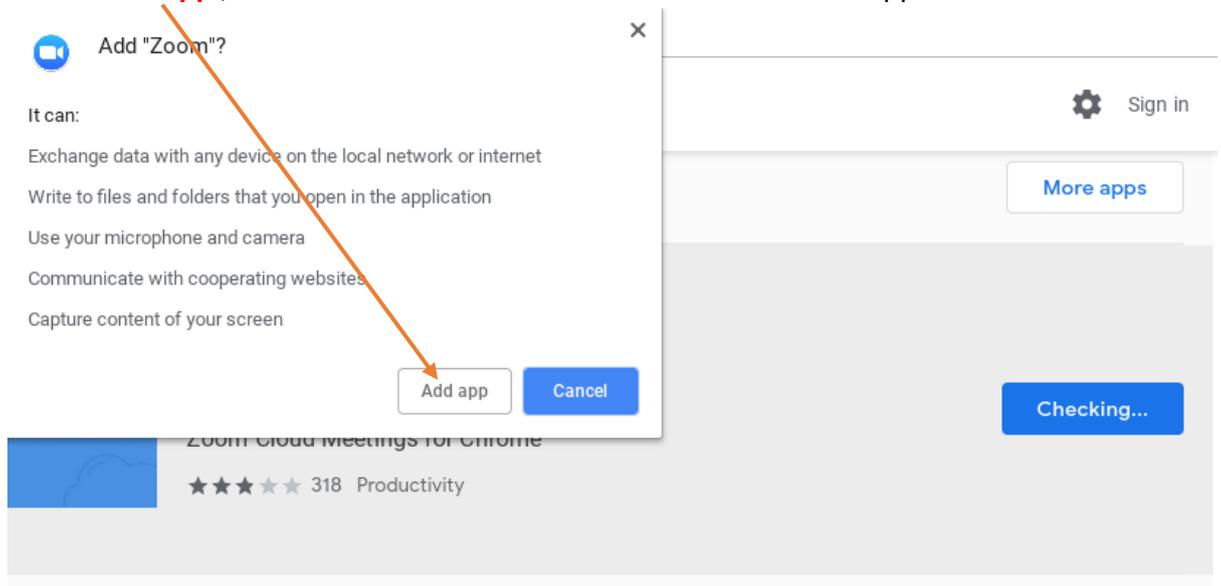
4. In the search field type 'zoom' and press 'Enter' on your keyboard.



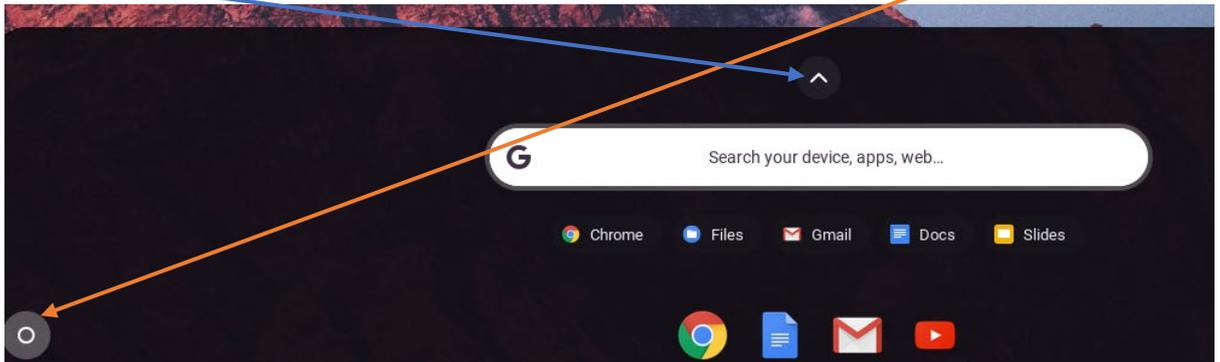
5. Scroll down and look for 'Zoom' app (offered by <https://zoom.us>), and select 'Add to Chrome'.



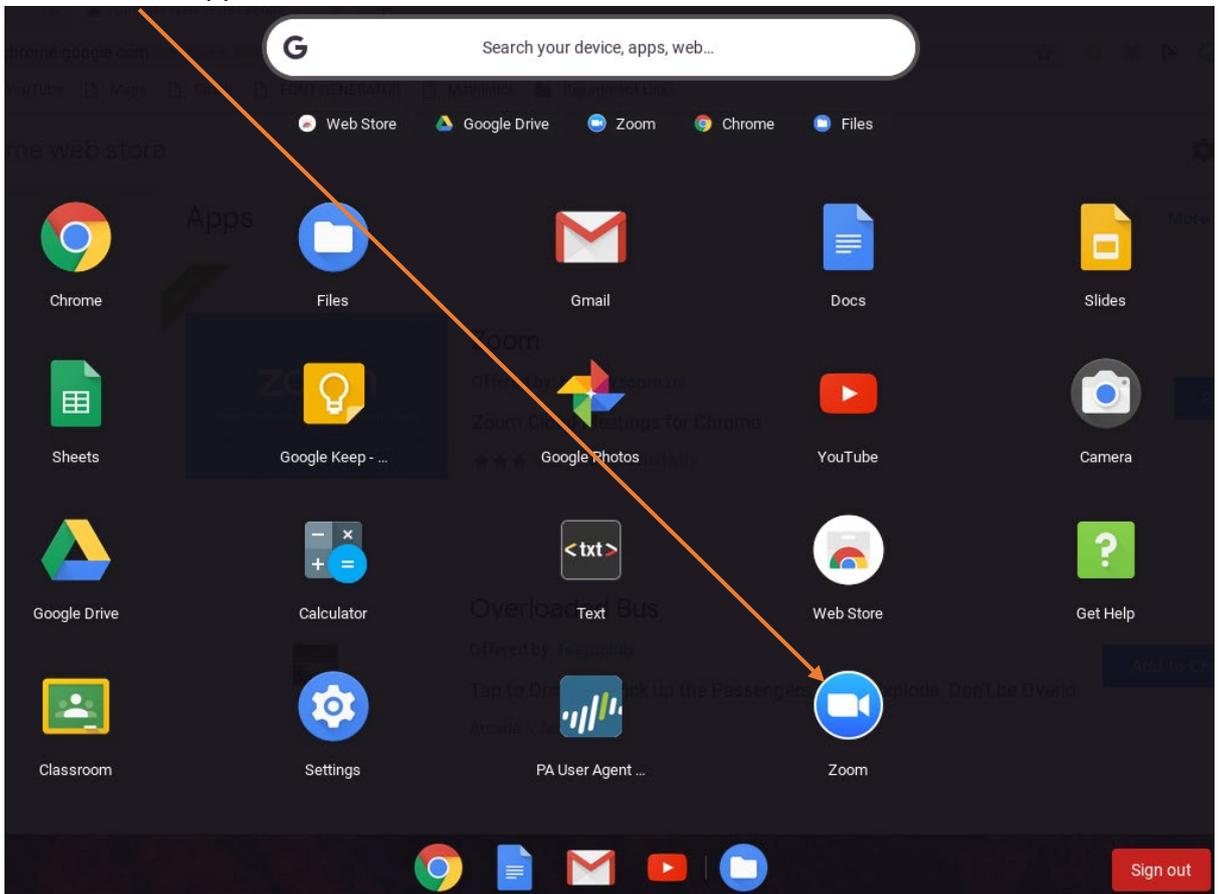
6. Select 'Add app', and it will take few seconds to install the ZOOM app.



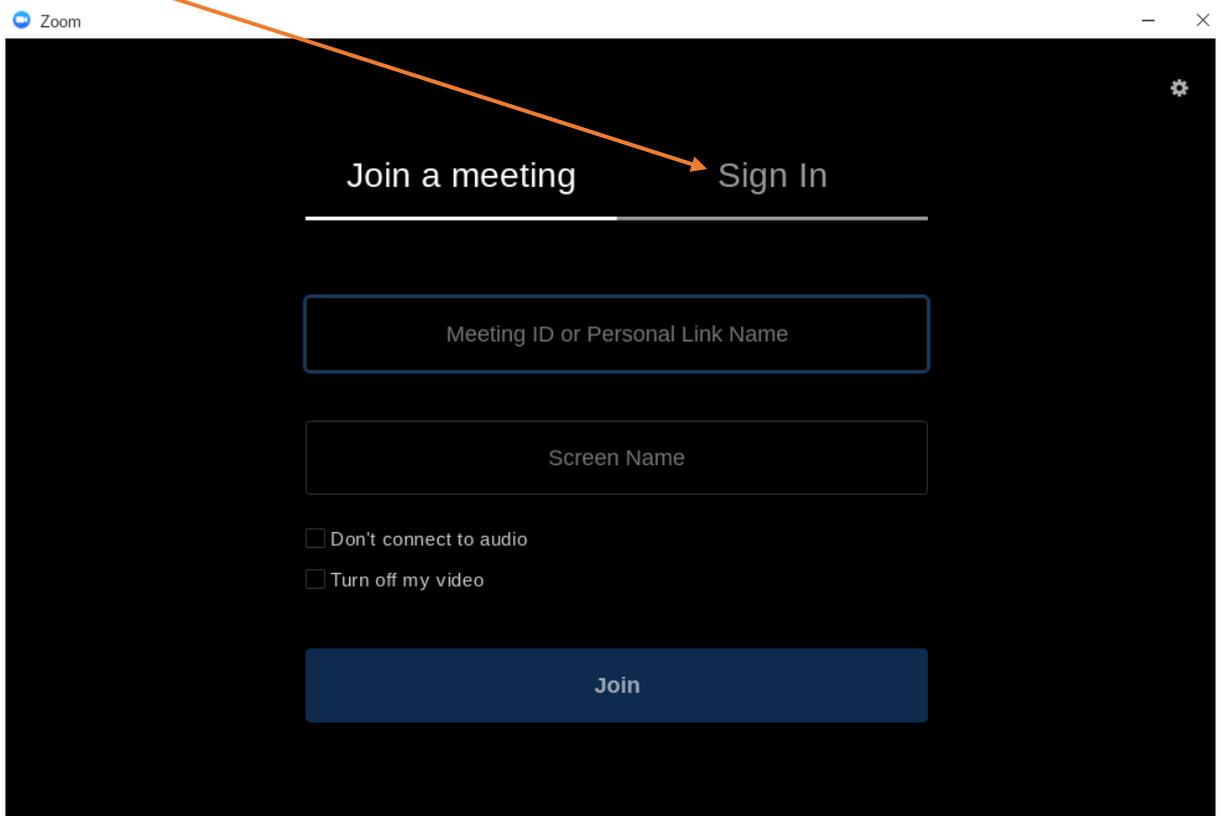
7. Once the installation is completed, close the internet browser and click on **'Launch'** button and up arrow to expand the application menu.



8. Select **'Zoom'** app.

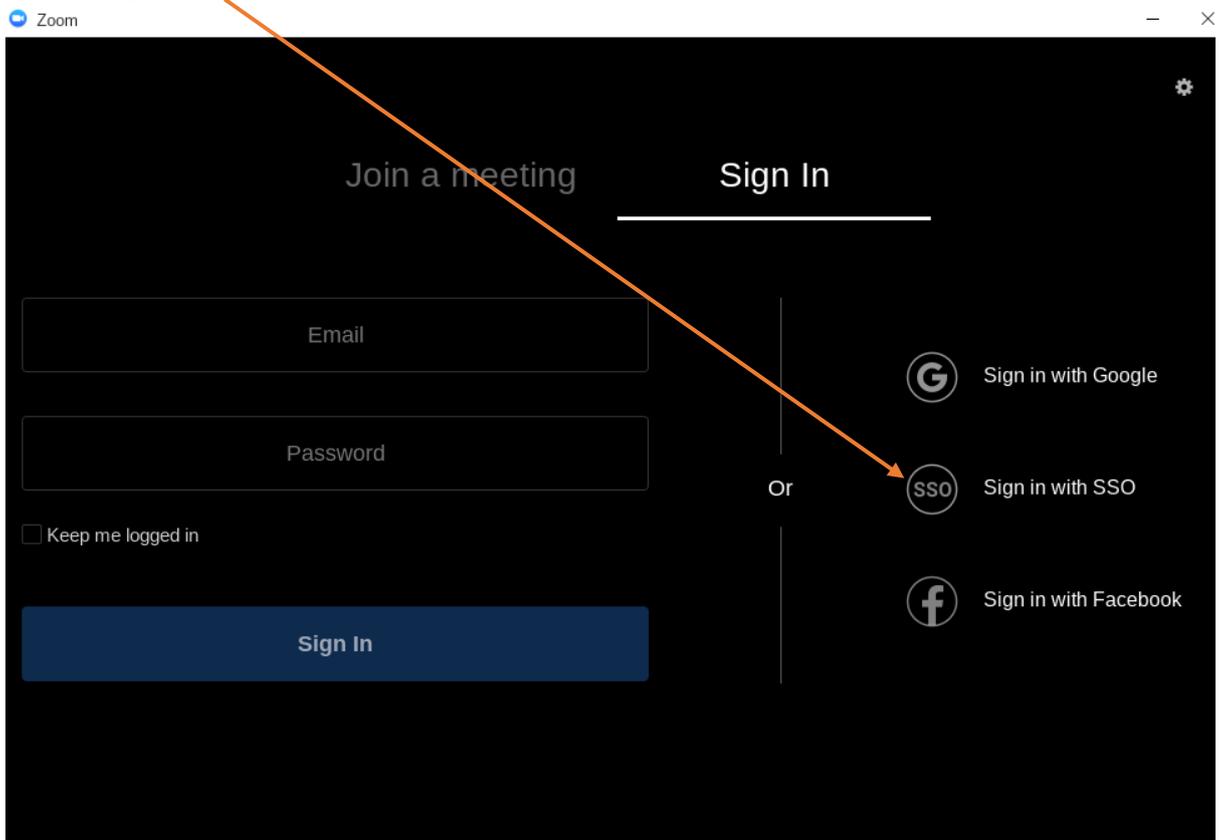


9. Select 'Sign In' option.



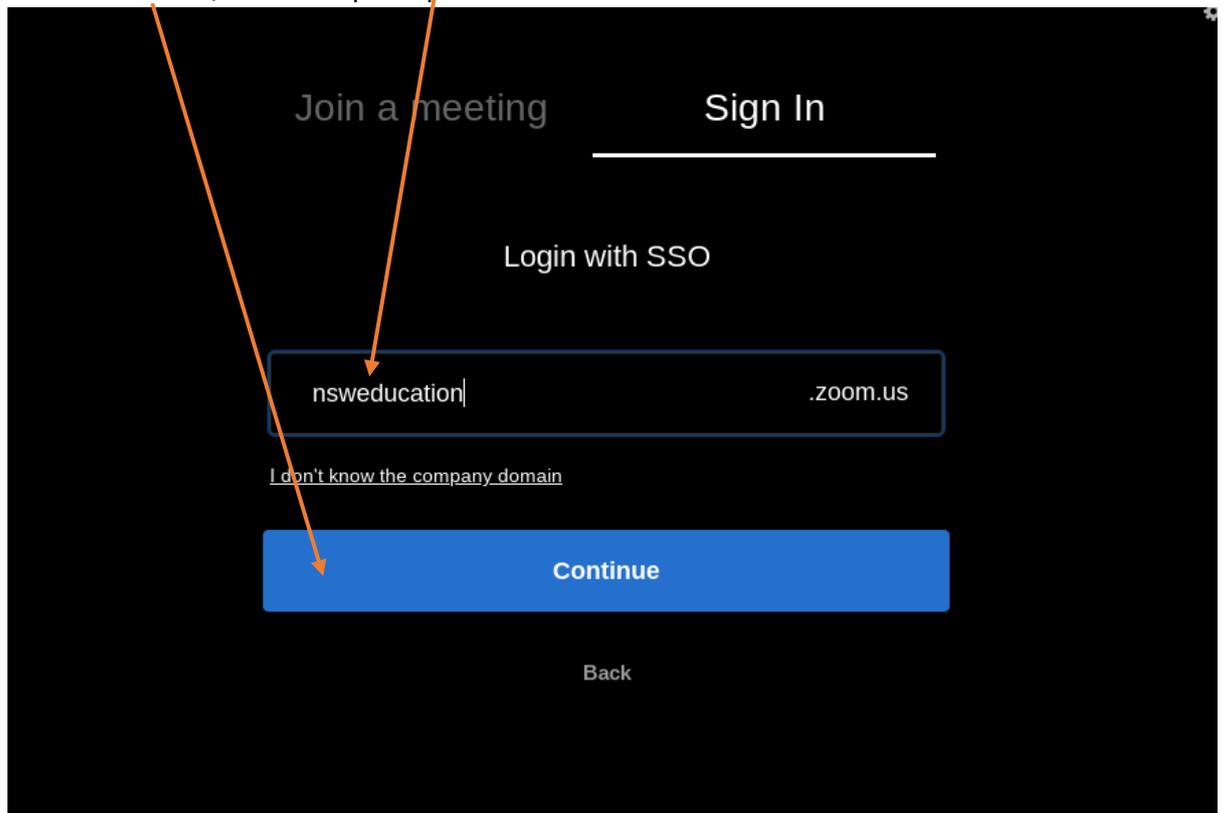
The screenshot shows the Zoom 'Join a meeting' interface. At the top, there are two tabs: 'Join a meeting' and 'Sign In'. The 'Sign In' tab is selected and highlighted with a white underline. Below the tabs, there is a text input field labeled 'Meeting ID or Personal Link Name', followed by a text input field labeled 'Screen Name'. Below these fields are two checkboxes: 'Don't connect to audio' and 'Turn off my video'. At the bottom, there is a large blue button labeled 'Join'. An orange arrow points from the text '9. Select 'Sign In' option.' to the 'Sign In' tab.

10. Select 'Sign in with SSO'.



The screenshot shows the Zoom 'Sign In' interface. At the top, there are two tabs: 'Join a meeting' and 'Sign In'. The 'Sign In' tab is selected and highlighted with a white underline. Below the tabs, there are two text input fields: 'Email' and 'Password'. Below these fields is a checkbox labeled 'Keep me logged in'. At the bottom, there is a large blue button labeled 'Sign In'. To the right of the input fields, there is a vertical line with the word 'Or' in the center. To the right of the 'Or' line, there are three sign-in options: 'Sign in with Google' (with a Google 'G' icon), 'Sign in with SSO' (with an 'SSO' icon), and 'Sign in with Facebook' (with a Facebook 'f' icon). An orange arrow points from the text '10. Select 'Sign in with SSO'.' to the 'Sign in with SSO' option.

11. In the domain field type 'nsweducation'. It should look same as the image below. Click 'Continue', this will open up another window.



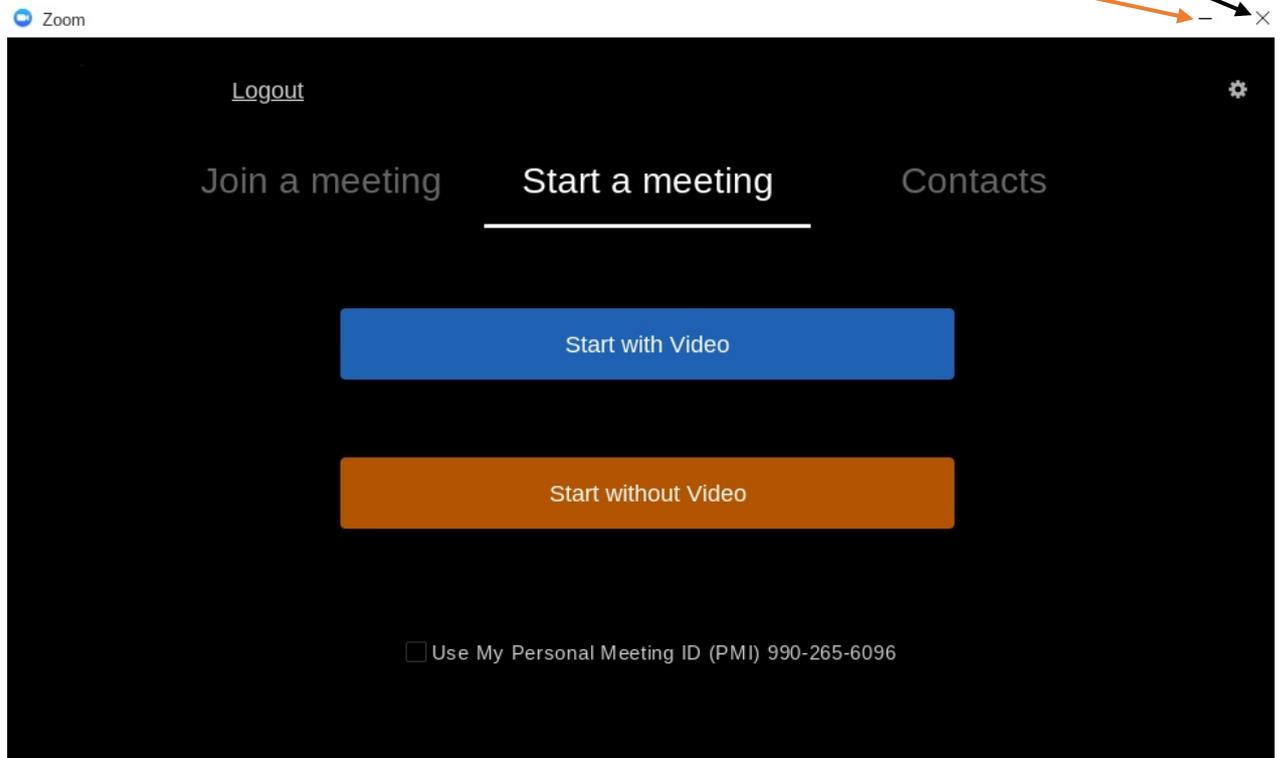
12. Type in your DoE (*Department of Education*), credentials eg. *john.smith2*. Click on **Log in**.

The screenshot shows a mobile application interface for the NSW Department of Education. At the top, there is a black navigation bar with a white back arrow and the text "Back to Zoom". Below this is a grey header with the text "NSW DEPARTMENT OF EDUCATION". The main content area is white and contains the following elements:

- The heading "Login with your DoE account" in bold black text.
- The label "User ID" above a text input field containing the placeholder "Enter your user ID". Below the input field is the example text "Example: jane.citizen1".
- The label "Password" above a text input field containing the placeholder "Enter your password".
- A blue button with the text "Log in".
- A blue hyperlink labeled "Forgot your password?".
- A horizontal line separating the login section from the footer.
- The text "Have trouble logging in?" above a blue hyperlink labeled "Help for DoE staff".

Three orange arrows originate from the text in the instruction above and point to the "Enter your user ID" input field, the "Enter your password" input field, and the "Log in" button.

13. At this stage make sure to **MINIMISE** the Zoom app. **DO NOT SELECT** **CLOSE.**



14. Now you can go back to your email or Google Classroom to select a zoom link to access zoom session.

NOTE:

If you accidentally closed the zoom app in step 13, please follow the instructions from step 7.