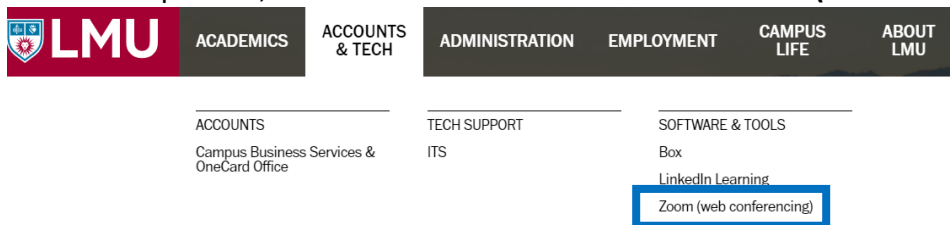



Log into Your Zoom Account to Activate It

If you have *never* logged into your Zoom account before, please follow these steps exactly:

1. Visit my.lmu.edu and log in.
2. From the top menu, click on **Accounts & Tech**. Click on **Zoom (web conferencing)**.



Note: Some web browsers may show a menu icon that looks like this  instead of a full top menu. You can still access **Accounts & Tech** from there.

3. You will now be redirected into Zoom.

If you receive any messages stating that you have a “free version” or a time limit of 40 minutes, something has gone wrong. Please contact the Helpdesk at helpdesk@lmu.edu and ask them to check on your Zoom account. They can find you and make sure to add you to the university’s license.

Note: Starting March 30, 2020, all University-hosted Zoom sessions will require that users be logged into Zoom. Non-authenticated users will be placed in a Meeting waiting room and will need to wait to be admitted. To ensure you are logged into Zoom, activate your account as listed above, and then:

Windows Users: Go to your applications and find Zoom. Click **Start Zoom**, and click *Sign In*. On the next screen, select *Sign In with SSO*, and type in **lmula** when prompted. This will direct you to the University login page. After signing in, be sure to allow your browser to “Open Zoom URL” to complete the login process.

Mac Users: CMD+Spacebar and type in Zoom. Open the application, and click *Sign In*. On the next screen, select *Sign In with SSO*, and type in **lmula** when prompted. This will direct you to the University login page. After signing in, be sure to allow your browser to “Open Zoom URL” to complete the login process.

Mobile Devices: Open your Zoom app and click *Sign In*. Click **SSO**, and type in **lmula**. Click Continue to be taken to the University login page. When your login is successful, you will be redirected back to the app, and sign in is complete.