Zoom software updates

Note:

- Staff utilising a *UM Managed computer* need not take any action as the Zoom client will be updated automatically via *Software Center*.

You should regularly check the Zoom client for updates and keep it updated.

The underlying instructions assume that you have already (a) activated your UM Zoom Account; (b) downloaded the Zoom client (desktop application) on your device; and (c) signed in to the Zoom client.

UM staff and students are required to sign in to Zoom with their UM IT Account BEFORE starting/joining Zoom lectures in the VLE or clicking Zoom meeting links.

Signing in to Zoom with your UM IT Account enables you to automatically bypass the waiting room of the lecture/meeting. You may not be allowed to join a Zoom lecture/meeting unless you are signed in to Zoom with your UM IT Account.

To check that you are using the latest version of Zoom:

1. Open the Zoom client. **Note:** PC users should look for Zoom in their *Start* menu or applications; Mac users should look for Zoom in their applications folder.

2. Click the **profile** icon (top right corner of the Zoom client).

3. Click **Check for Updates**.
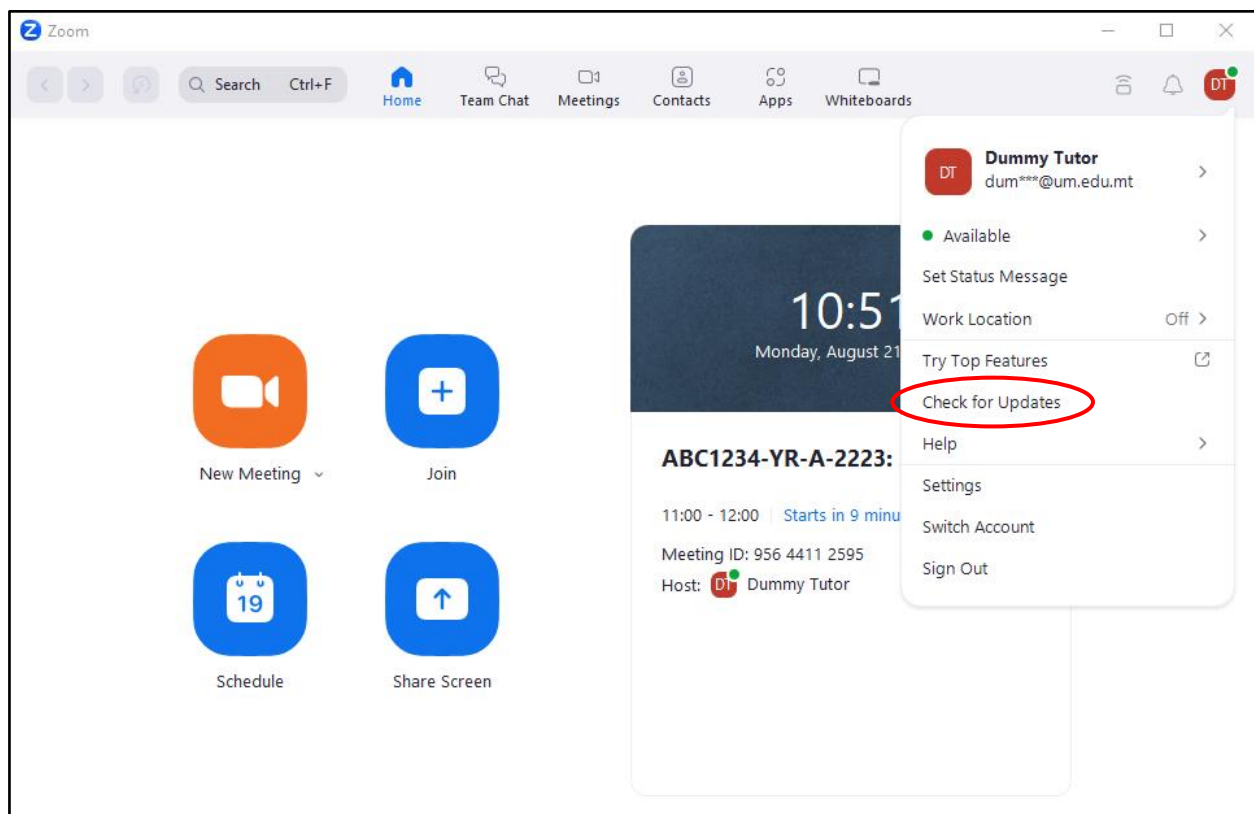
If you are using the latest version of the Zoom client, a dialog box similar to the following will be displayed:

If you are not using the latest version, a dialog box similar to the following will be displayed.
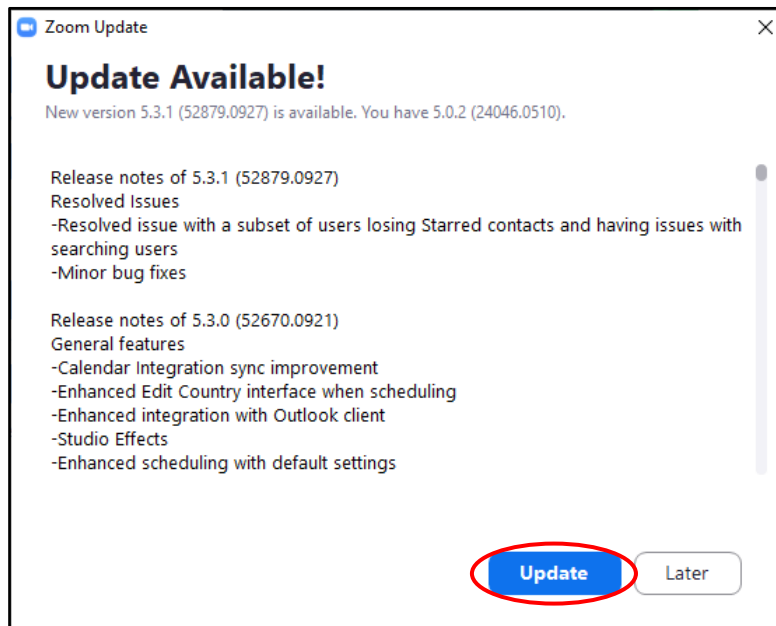
4. Click the **Update** button and follow the instructions to update your Zoom client.