Part 1: Downloading & Logging on to the Zoom Mobile App (for tablet or smartphone)
To install and use the Zoom Client on a non Spire Desktop / Laptop go to Part 2

1. On your mobile device, open the App Store (Apple) or Google Play Store (Android) and download the ZOOM Cloud Meetings application;
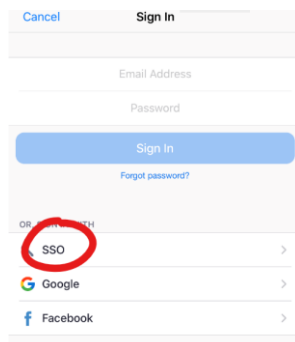

2. Once downloaded and installed, open the ZOOM Cloud meetings application;

3. Click **Sign In;**

4. Select **SSO**, and enter <mark>spirehealthcare</mark> and select **Go/Return**;

5. Your device will now open a web page for Spire authentication;

6. Your username is **GBSPIRE** followed by your Spire Active Directory username (the user name you use to log on to Spire PC's);

7. Your password is your usual Spire login password;
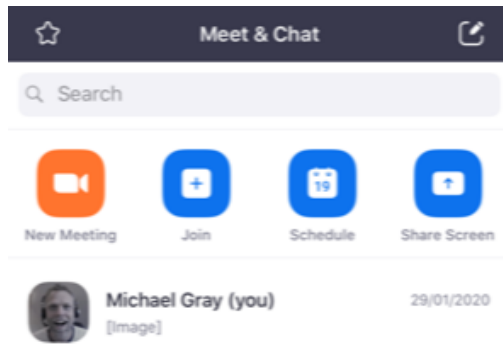
8. Click on **Sign In** and you will be prompted to open the ZOOM application;
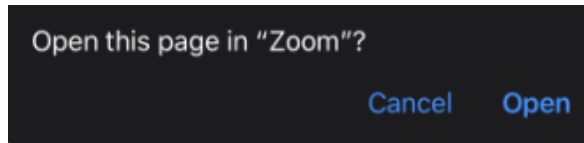
9. Click **Open** and the Zoom application will open and sign you in to your account;

Part 2: Download the Zoom Client (for Desktop / laptop users)

1. In your web browser navigate to the following Zoom Download area (click url):
   https://zoom.us/download#client_4meeting

2. Find <mark>Zoom Client for Meetings</mark> and click **Download**;

3. Once downloaded, open the **ZoomInstaller.exe** ;
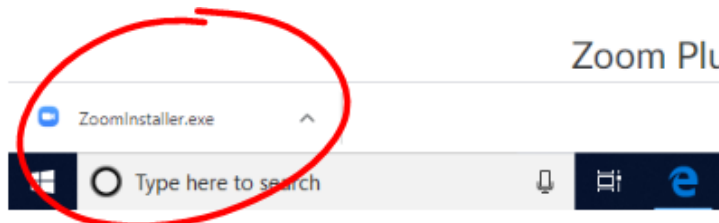
4. Once installed, the Zoom App will open.
   Click **Sign In with SSO,** as highlighted below, and then follow steps 4 to 7 from part 1 above
   to complete the logon process;