

Host a Meeting

using
zoom

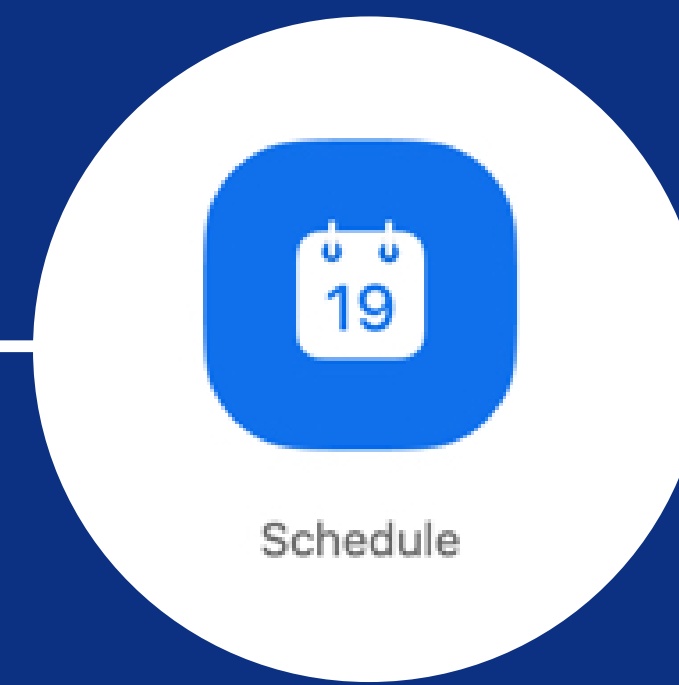
Enterprise video conferencing with real-time messaging and content sharing.



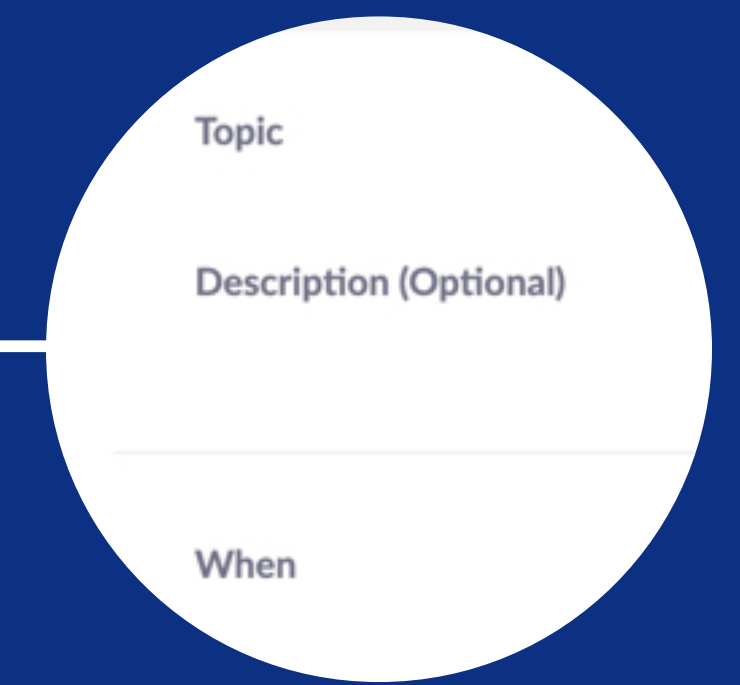
**Sign in to Zoom
memphis.zoom.us
Click, Host.**



**Log in with
your UofM
UUID**



**Select Schedule
icon from the
list to host a
meeting**

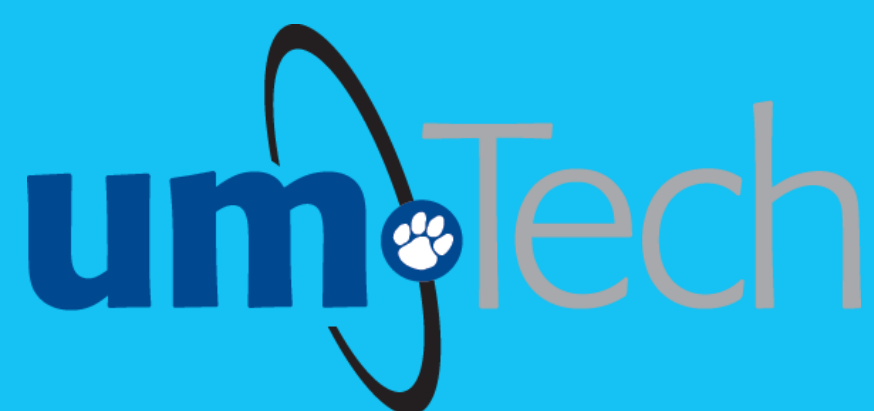


**Enter Topic,
When,
Time.
Click Save.**

A few Suggestions to click

- Mute participants upon entry
- Uncheck "Require Meeting Password"
- Enable join before host
- Adding an Alternative Hosts

You have now scheduled a meeting in Zoom.



Information
Technology Services