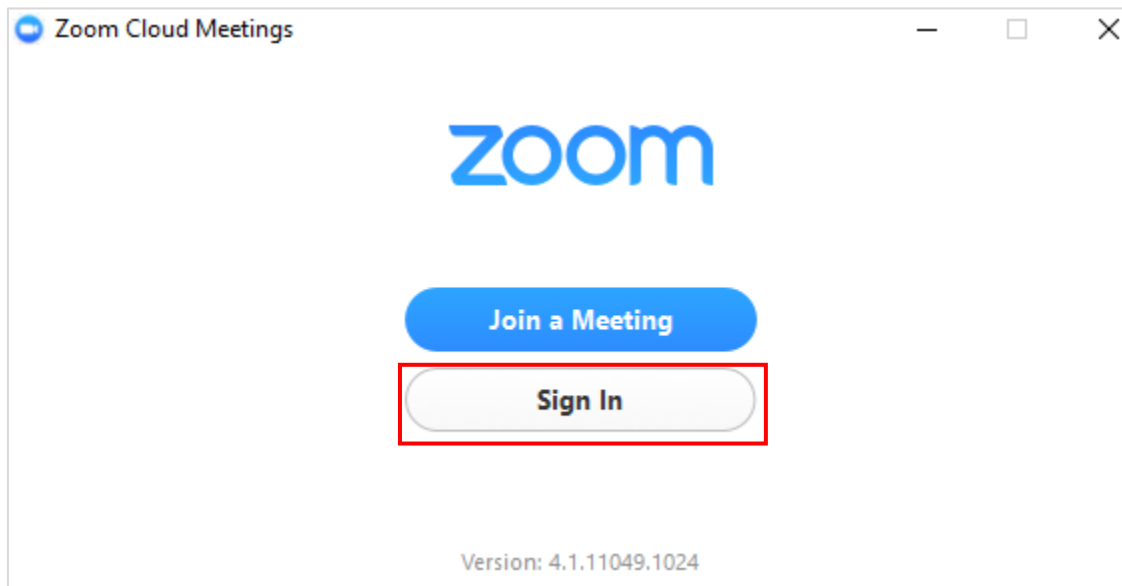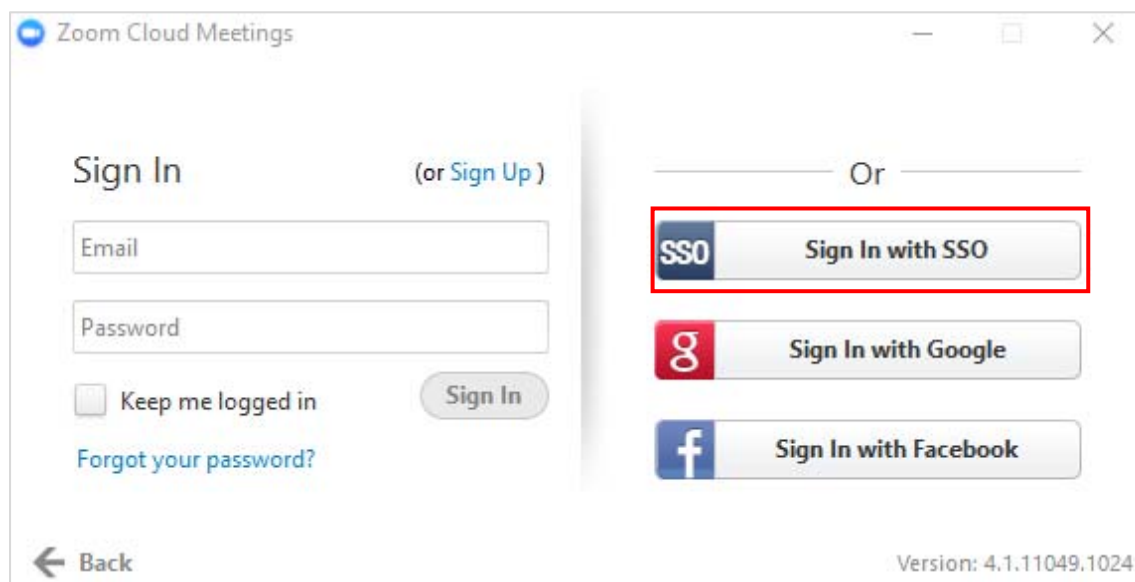# Sign in to Zoom

Step 1: Click on Zoom app on your Desktop or start from the Start menu.
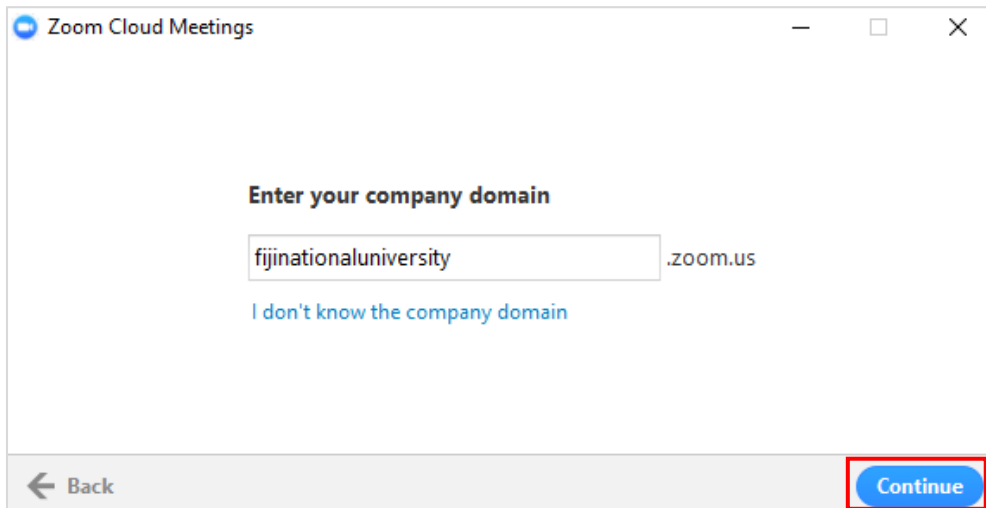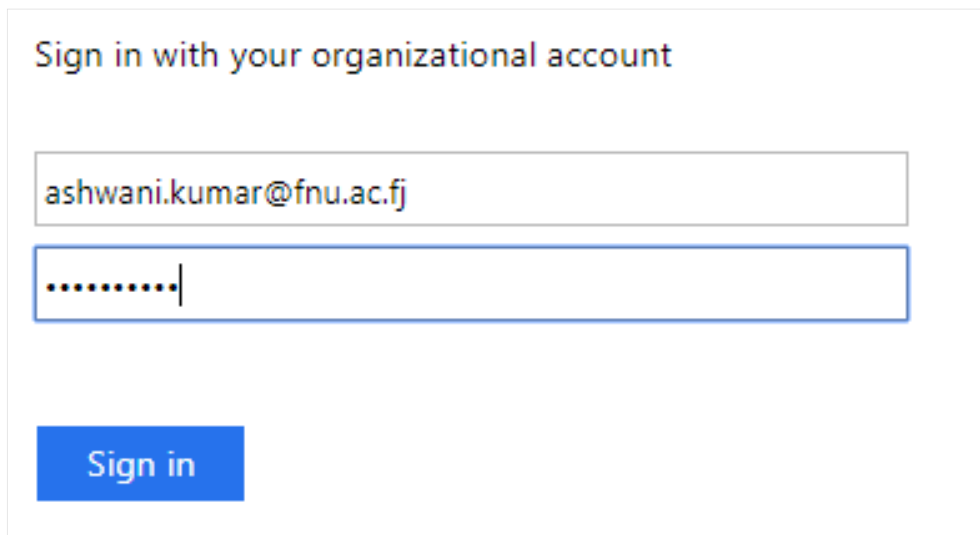
Step 2: Click on Sign In

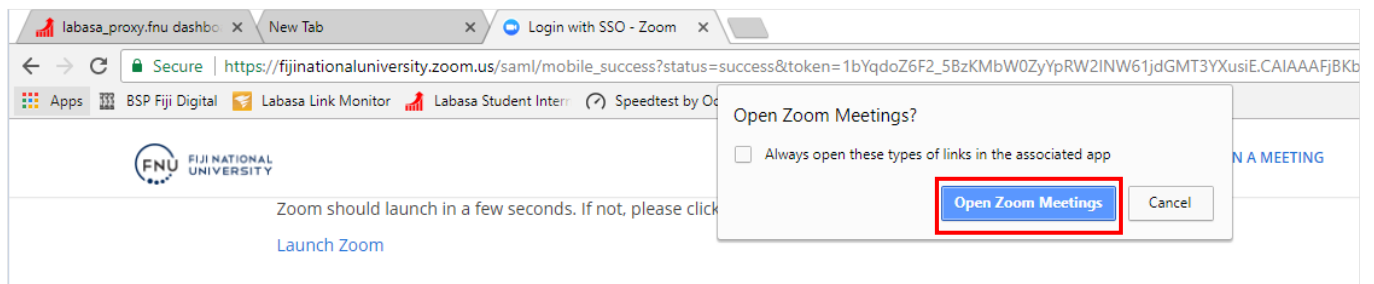**Step 3:** Choose the Sign In with **SSO Option**

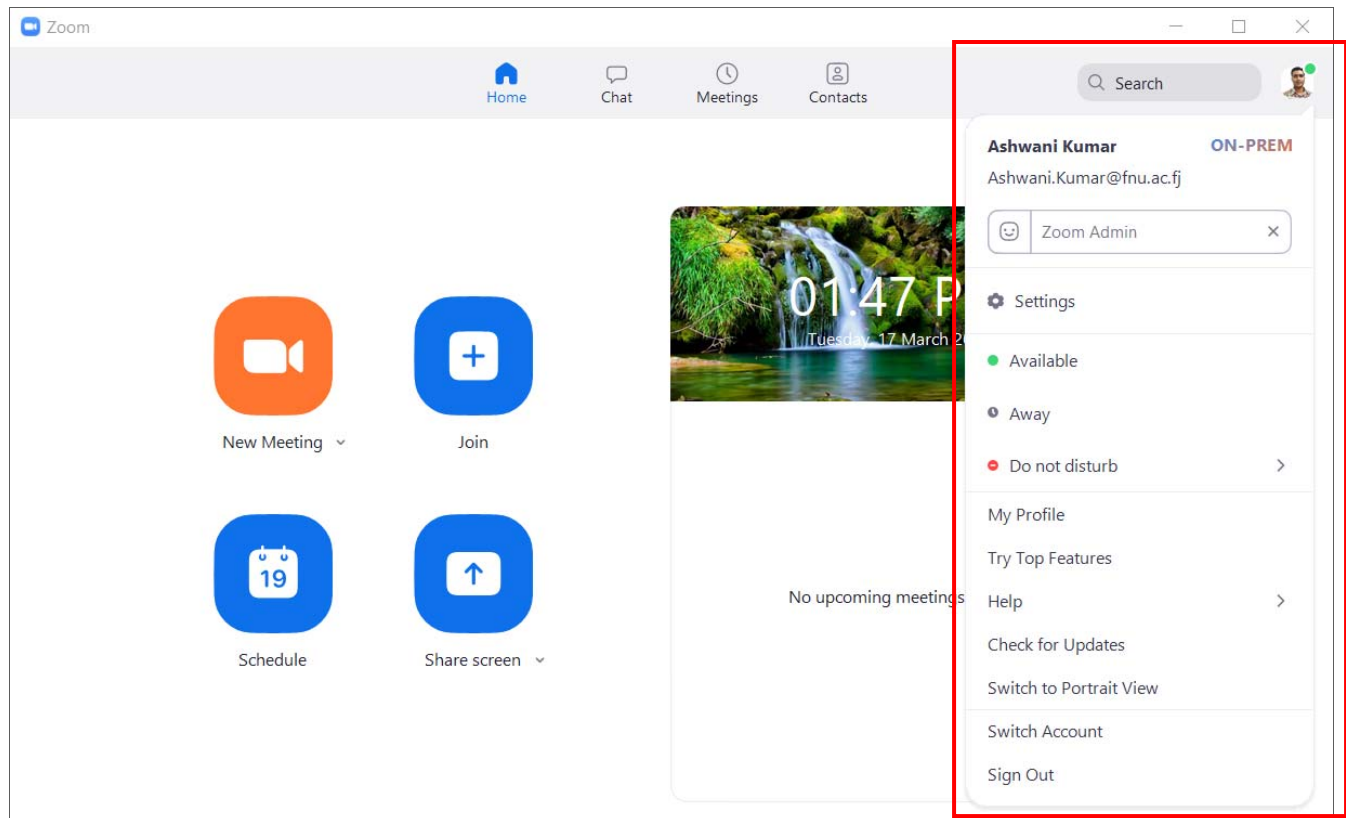**Step 4:** Enter **fijinationaluniversity** in the box and click on Continue

Step 5: Enter your **FNU email address and Computer password** and click on Sign in

Step 6: Click on "Open Zoom Meetings" as the web browser prompts it.

You are now signed in and ready to use Zoom. Click on the photo icon to check your account type. The user shown has ON-PREM account

Note:

New users signing in will by default be assigned a **Basic account** which can be changed to **On-Premise account** when needed.

Please send your request for change of account type to icthelpdesk@fnu.ac.fj and copy Ashwani.kumar@fnu.ac.fj at least 1 day prior to the meeting day. You will be required to sign out and sign in again for the changes to take effect.