



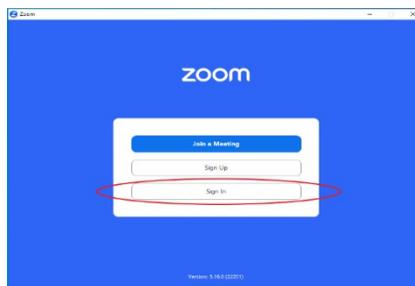
TEXAS SOUTHERN UNIVERSITY  
Office of Information Technology

**UpDated Zoom Account SetUp**

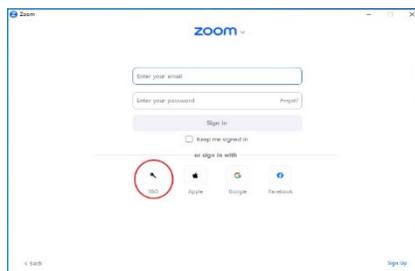
NOTE: Users that have a TMSLAW domain primary account will have a different way their sign in issue is resolved. Such users won't be able to simply follow the instructions below. Therefore, such users are asked to email [Michael.Fearon@tsu.edu](mailto:Michael.Fearon@tsu.edu) to help resolve this issue.

**Instructions for tsu.edu users to Sign In (Desktop Version)**

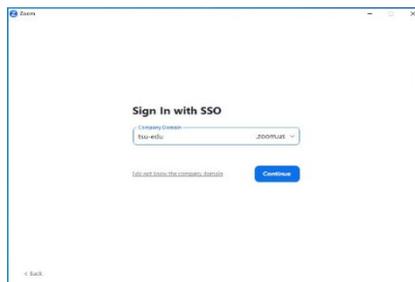
1. Click Sign In



2. Select SSO



3. Company Domain: tsu-edu

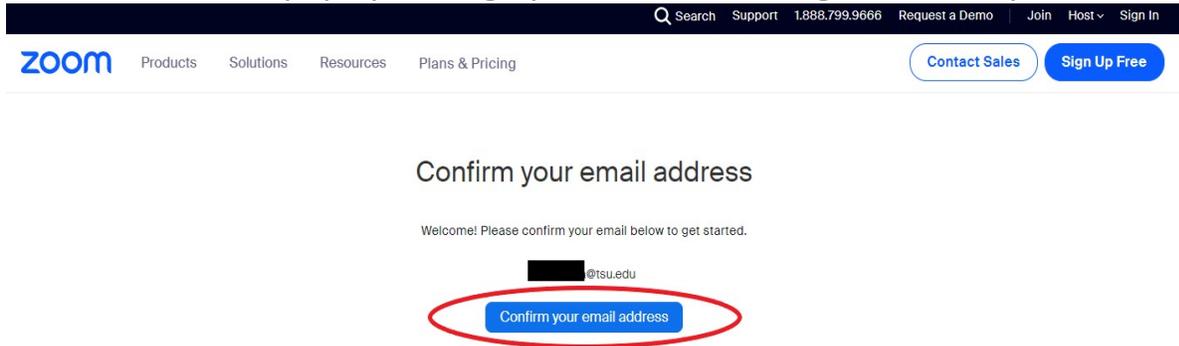


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		The IT Service Center is open 24/7/365 for your convenience.
		Email: <a href="mailto:ITServiceCenter@tsu.edu">ITServiceCenter@tsu.edu</a> Self-Service: <a href="http://ITServiceCenter.tsu.edu">http://ITServiceCenter.tsu.edu</a> Call: 713-313-4357 or 713-313-HELP



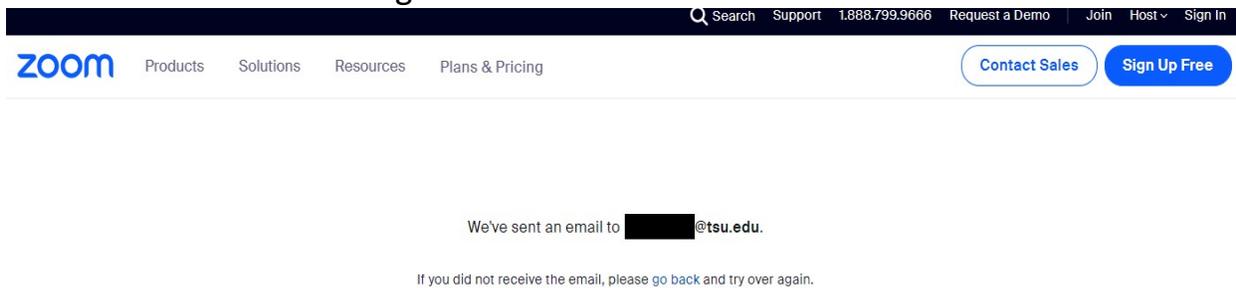
## UpDated Zoom Account SetUp

- A tab window will pop up through your browser asking to confirm your email address.

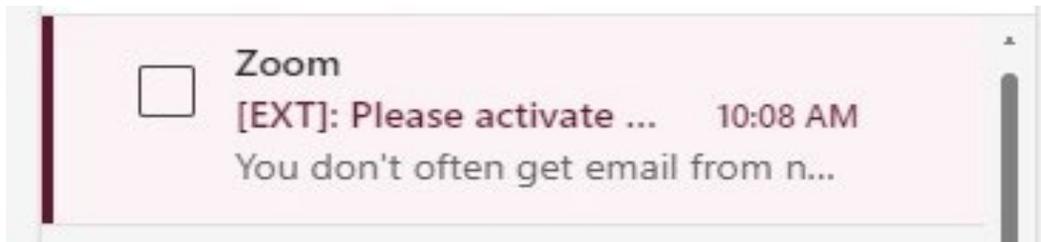


Click to Confirm your email address.

- The browser tab will change to show that an email was sent.



- At this time go to your email and open the email sent from Zoom.
- Your email will look like this: Activate account for first time users.





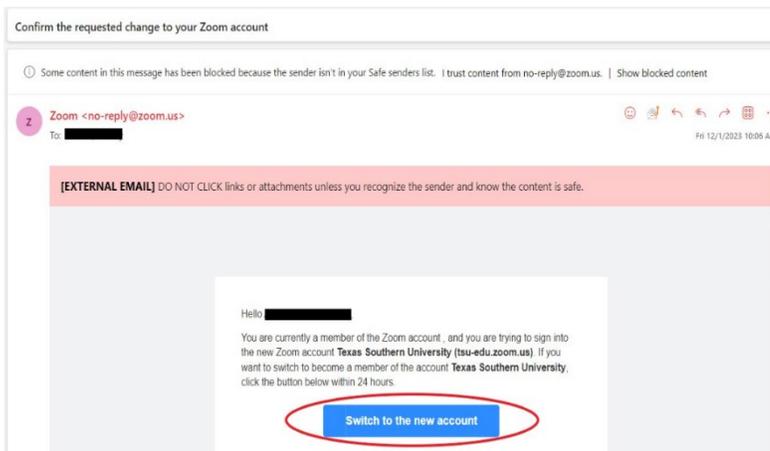
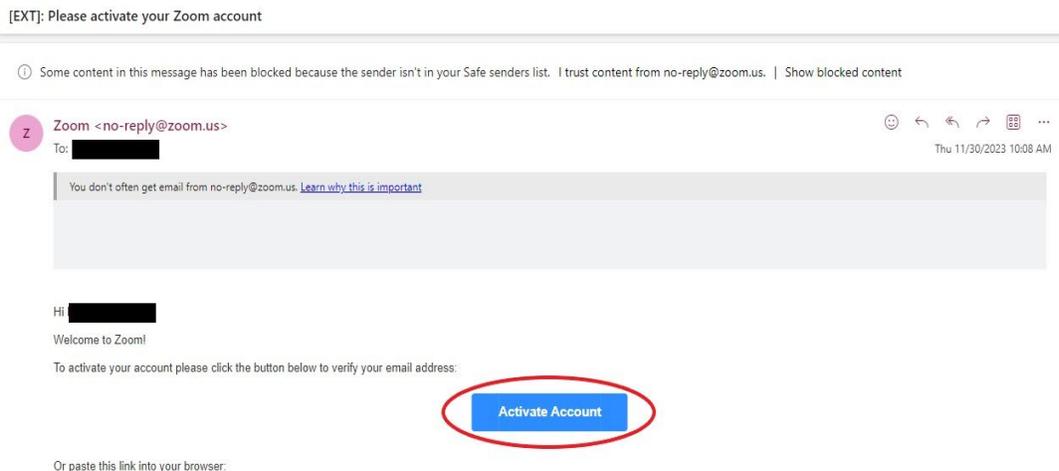
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UpDated Zoom Account SetUp

8. Confirm switch of the account.



9. Click to activate the account or switch the account.

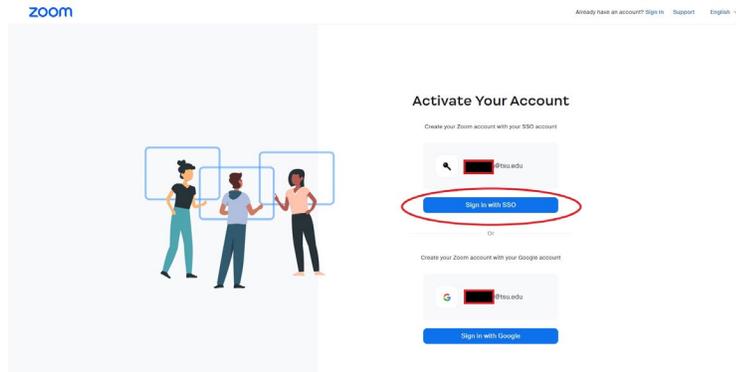


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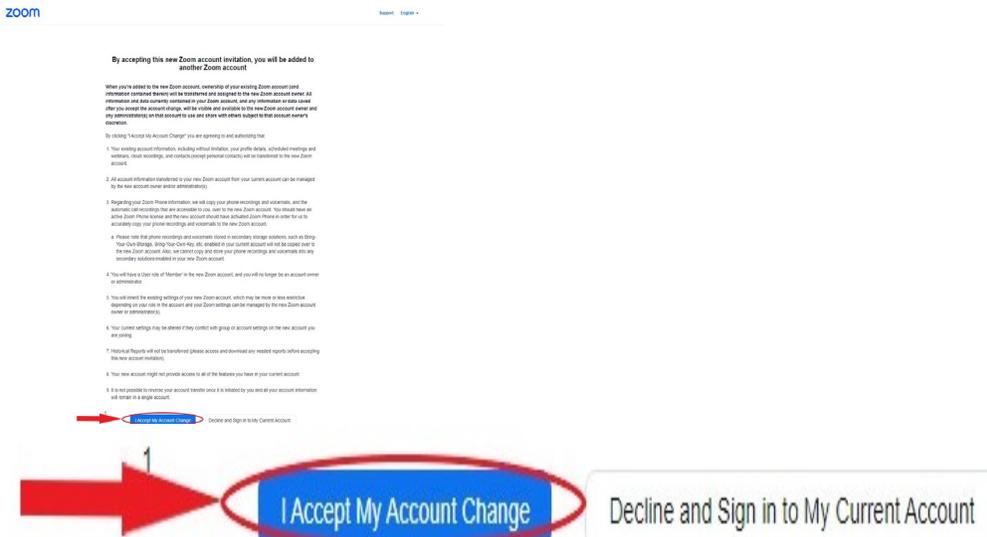


UpDated Zoom Account SetUp

10. A new browser tab will open once again to Activate the Zoom account or Switch the Account. For first time activate, click to Sign in with SSO.



11. For Switch the Account, click 'I Accept My Account Change'.



12. After the account change, it will show a window that the account is being switched over. You will get an email confirming the account was switched over as well.



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## UpDated Zoom Account SetUp

13. After activating the account , the browser tab will change to ask to you connect your Microsoft 365 account (TSU account) to Zoom. **If you switched over the account, going back to sign into Zoom will also bring you to this point to connect your Microsoft 365 account.**

Click Connect



Connect your calendar to access and schedule upcoming meetings on Zoom.



[Skip this time](#)

14. Zoom should then proceed to be launched or open up into the Zoom application with your account signed in.

