# How to use Zoom Web Conferencing

Zoom can be used for online meetings, webinars, and other web conferencing activities. Anyone can join a Zoom meeting without an account, so it is ideal for connecting with participants outside of UCLA. A Zoom meeting supports up to 50 participants. The Zoom software client is available on major operating systems and mobile devices, and can be run from off-campus. UCLA's Zoom account is managed by the Office of Instructional Development (OID). The software is incorporated into CCLE, and any department that is part of CCLE (including the Library) can utilize it.

Support for and access to Blackboard Collaborate has ended on June 30, 2015. Its replacement is Zoom.

- Go to https://ucla.zoom.us and click on Sign In
- Authenticate with your UCLA Logon ID

"I already signed in with my UCLA email"

If you try to sign into Zoom at the UCLA site (link above) and receive an error message to 'Contact Software Central to enable your account', that means you have likely created an account at the Zoom public instance and need to terminate that account before you can create your account on the UCLA Zoom instance. Please terminate your account from the Zoom public instance (directions below) and then you will be able to create an account at the UCLA instance.

https://support.zoom.us/hc/en-us/articles/201363243-How-Do-I-Terminate-My-Account

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