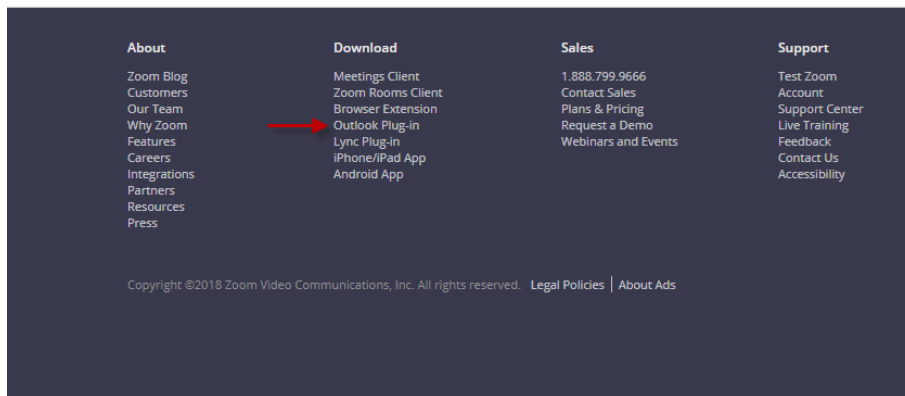


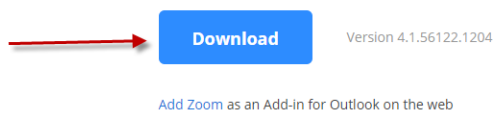
How to Download the Zoom Plugin for Microsoft Outlook

1. Go to the zoom website: <https://zoom.us/>

2. Scroll to the bottom of the page and click “Outlook Plug-in”



3. Click “Download” Zoom Plugin for Microsoft Outlook



Zoom Plugin for IBM Notes

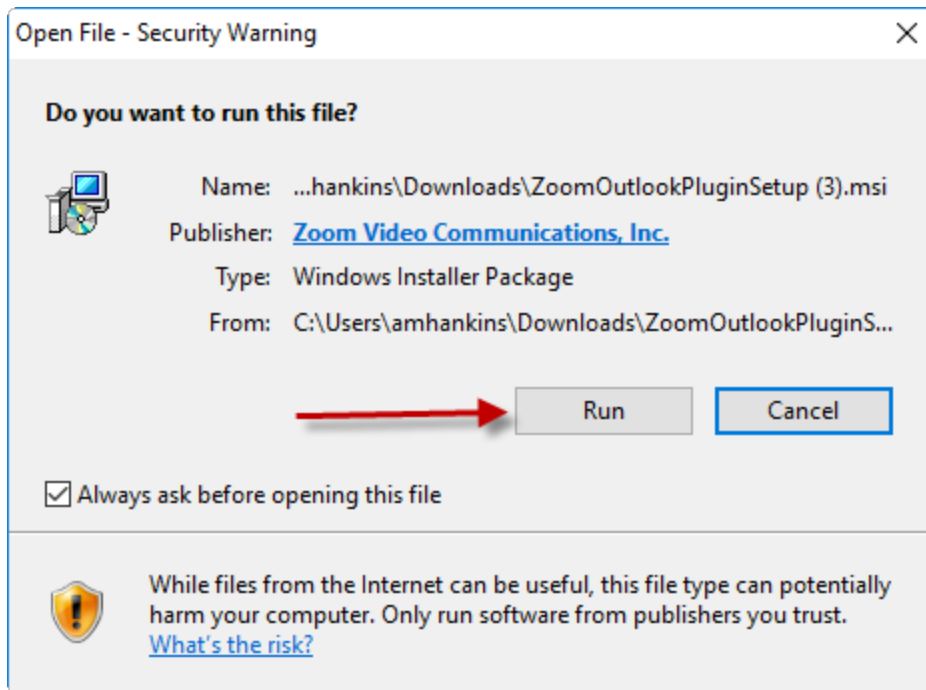
The Zoom Plugin for IBM Notes installs a button on the IBM Notes meeting schedule window to enable you to schedule a meeting with one click.



Zoom Extension for Browsers

The Zoom Extension for Browsers allows you to start or schedule your Zoom meeting with a single click from your browser or within Google calendar.

4. Click “Run”



5. If your Outlook is currently running, you will need to restart for the changes to take effect. Once you restart, Zoom will be added to your toolbar.

