

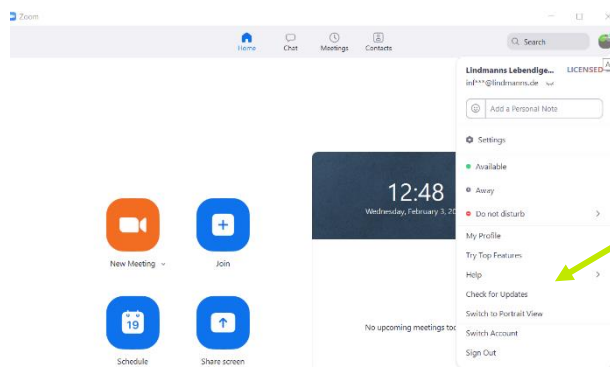
## Using Zoom

### Welcome!

Your upcoming online conference or meeting will take place in Zoom Meetings, a user friendly, robust and easy-to-use videoconferencing tool.

### If you are already familiar with Zoom:

Simply use the **access data** you received for the meeting (access link or Meeting ID and passcode).



**Important: Please make sure to keep your Zoom desktop client up to date, as the provider is continuously adding new helpful features.**

To check for updates, click your profile icon at the top right and then choose “check for updates” in the menu.

You find further information [here](#).

If you don't manage to update, just install the current version from [here](#).

### Are you using Zoom for the first time? Then read on here:

Please use the Zoom **desktop app**. You can either download it [here](#) before or just click on the access link you receive and follow the instructions on your screen.

You can also participate via webclient (browser) or mobile app on your mobile device (smartphone or tablet/iPad). **However, we do not recommend the web or mobile usage as many useful functions are only accessible via the desktop client.**

If you still prefer to access the meeting via web client/browser, you'll find further information [here](#). For mobile access you need the App “Zoom Cloud Meeting” which you find on Google Play or App Store or here: [App for Android](#) – [App for iOS](#).

**Especially if you have never used Zoom before, we recommend testing your camera and microphone settings in advance [here](#).**

We wish you an inspiring meeting/conference and look forward to meeting you!