

How to Sign Up for a Free ConferZoom Account

Head to ConferZoom to sign-up!

Get going by following the steps below:

1. Click on the link provided or inserting it into your URL bar. <https://www.conferzoom.org> in a web browser of your choice.
2. Select Sign-Up Button under the welcome screen. **(Sign Up, It's Free)**
3. Fill-out the Faculty and Staff Account Sign-up form with your personal information. **Don't forget to Sign-up with your Taft College Email**, this will grant you a free Pro account.
4. Input Taft College as the Organization you are associated with. Don't forget to select your classification and provide your phone number.
5. When ready click the Sign-Up button. You should see the successful completion message.

Get ready to activate your account!

6. You will be sent an **Invitation Email** from Zoom. Click on the Activation link inside of the email.
7. On the following page complete your sign up by selecting the sign-up with password option. Set up you password, and submit.

8. Finally - You will be automatically logged into your ConferZoom account. Review you ConferZoom account settings, and verify if you have been granted the Pro or Basic account.

*Top right corner (Select the Image for your Account). If it says **Licensed** you have been granted a Pro account.

Please note: You may only be granted Basic abilities until the final approval is complete. Final approval can take up to 72 hours for zoom to validate your email and give you the full license version of zoom (**Pro Account**).

