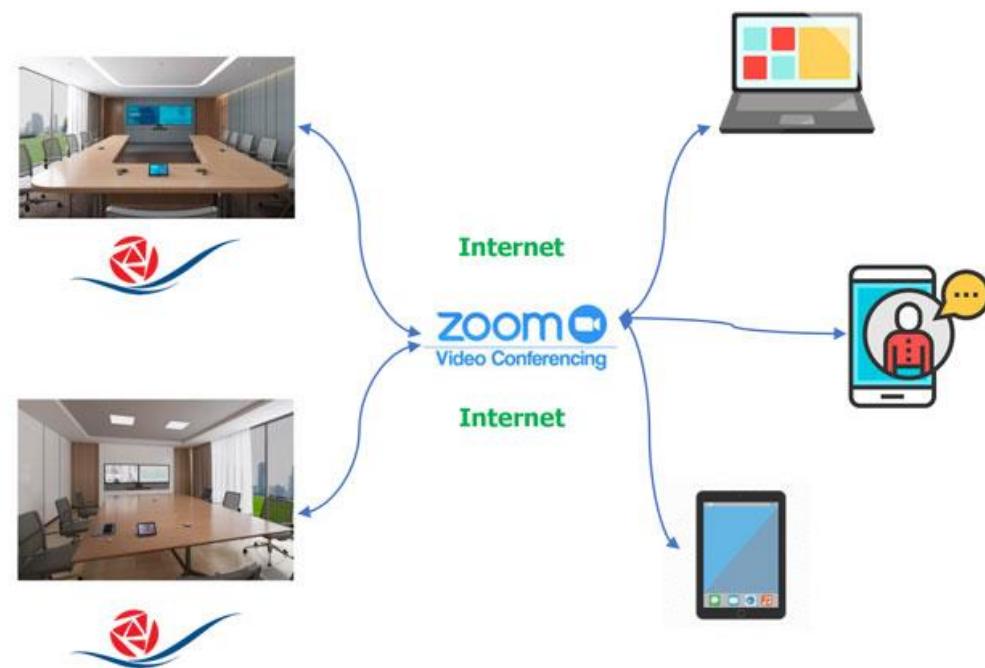


اساسیات برنامج

Zoom



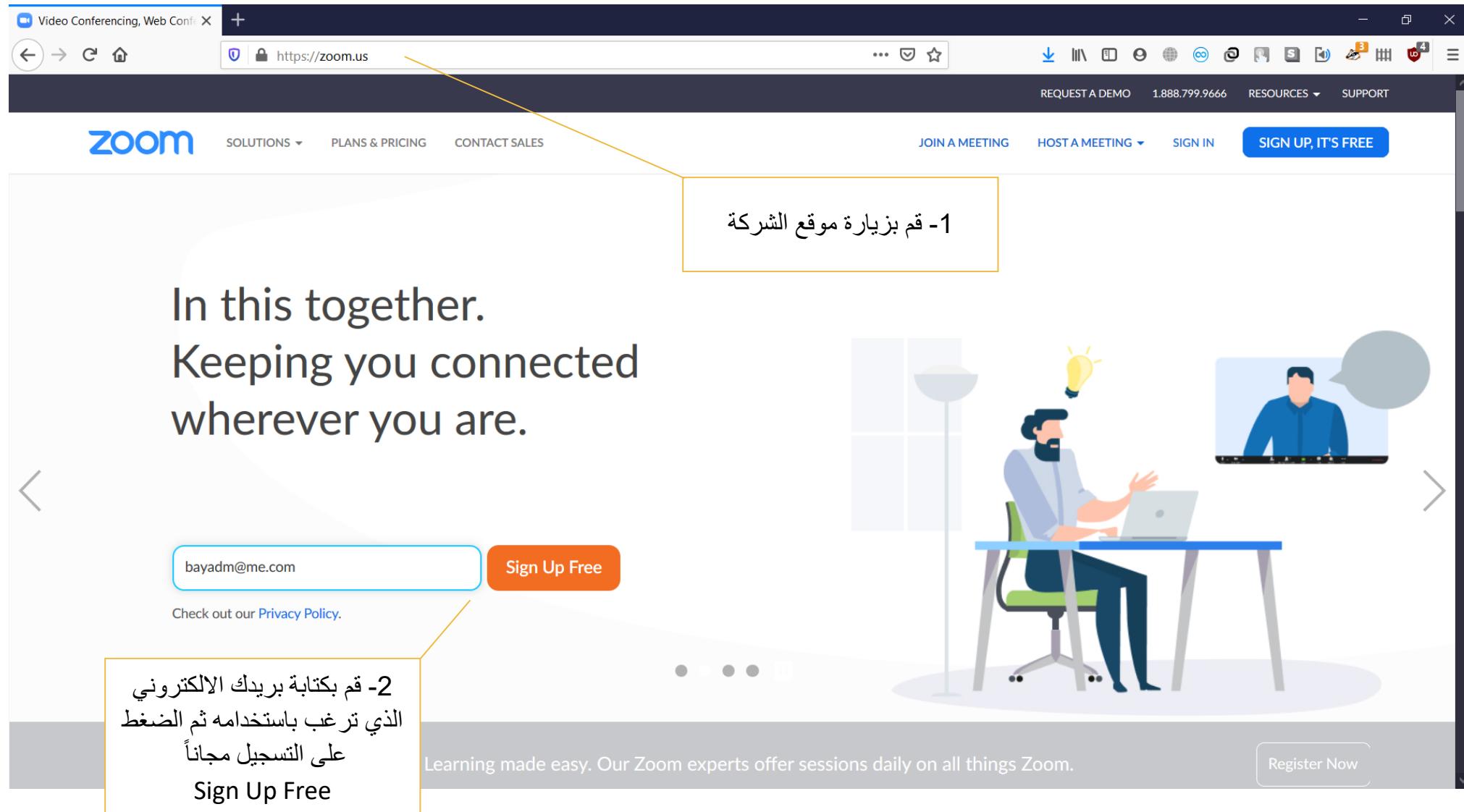
اساسيات برنامج Zoom

ماذا تحتاج لاستخدام برنامج زووم

- لاستخدام برنامج زوم انت بحاجة الى:
 - جهاز كمبيوتر او اي جهاز ذكي (ايفون ، ايباد ، او اندرويد).
 - اتصال جيد بالانترنت.
 - تثبيت برنامج زووم على جهازك.
 - تسجيل حساب خاص بك في الموقع الخاص بالشركة (لا حاجة لحساب في حال المشاركة في او حضور اجتماع فقط).

اساسيات برنامج Zoom

إنشاء حساب في برنامج زوم



1- قم بزيارة موقع الشركة

In this together.
Keeping you connected
wherever you are.

bayadm@me.com

Sign Up Free

Check out our [Privacy Policy](#).

2- قم بكتابة بريدك الإلكتروني
الذي ترغب باستخدامه ثم الضغط
على التسجيل مجاناً

Sign Up Free

Learning made easy. Our Zoom experts offer sessions daily on all things Zoom.

Register Now

REQUEST A DEMO 1.888.799.9666 RESOURCES SUPPORT

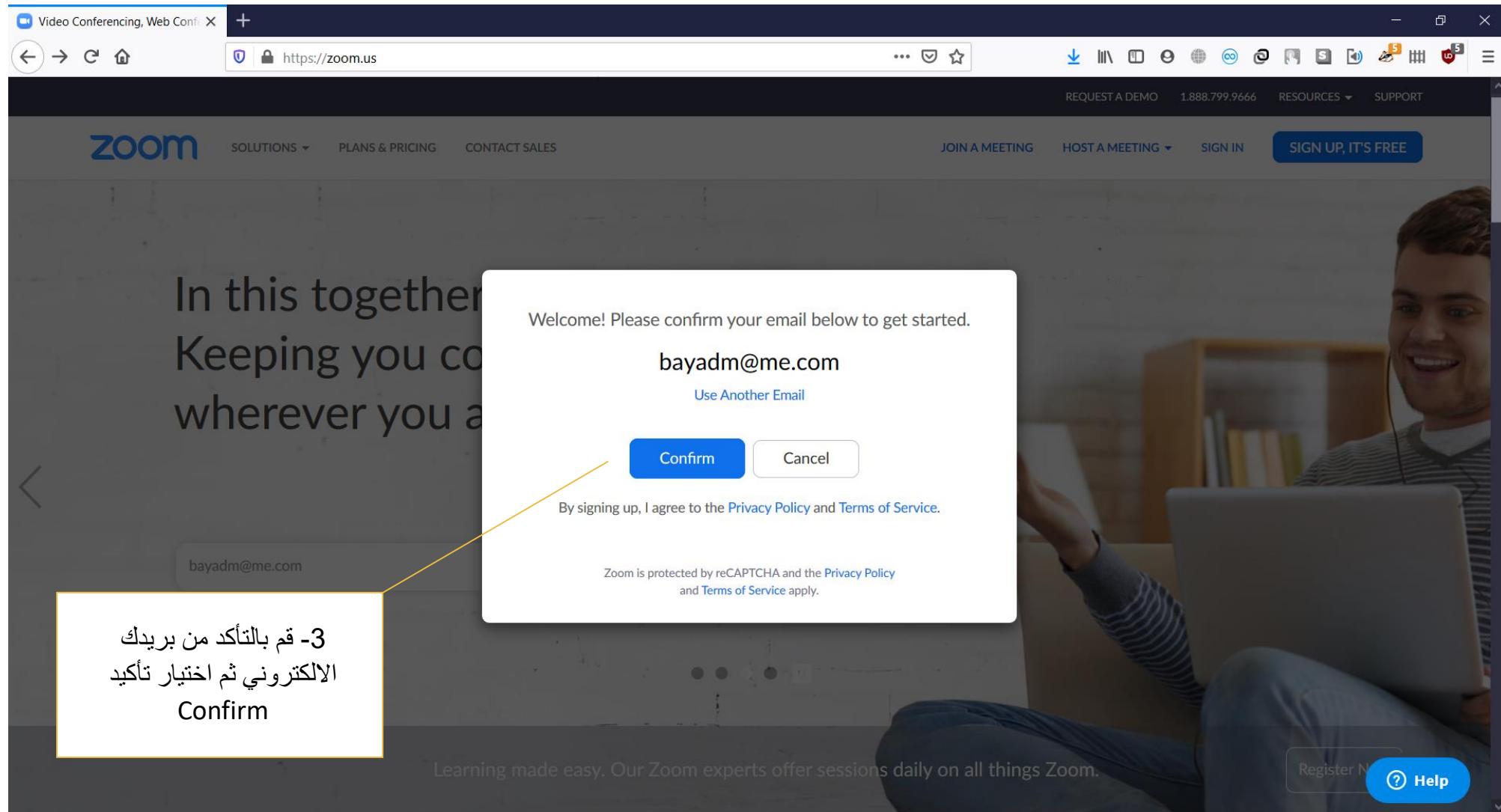
JOIN A MEETING HOST A MEETING SIGN IN SIGN UP, IT'S FREE

SOLUTIONS PLANS & PRICING CONTACT SALES

Video Conferencing, Web Conf X https://zoom.us

اساسیات برنامج Zoom

انشاء حساب في برنامج زوم



Welcome! Please confirm your email below to get started.

bayadm@me.com

[Use Another Email](#)

By signing up, I agree to the [Privacy Policy](#) and [Terms of Service](#).

Zoom is protected by reCAPTCHA and the [Privacy Policy](#) and [Terms of Service](#) apply.

Confirm **Cancel**

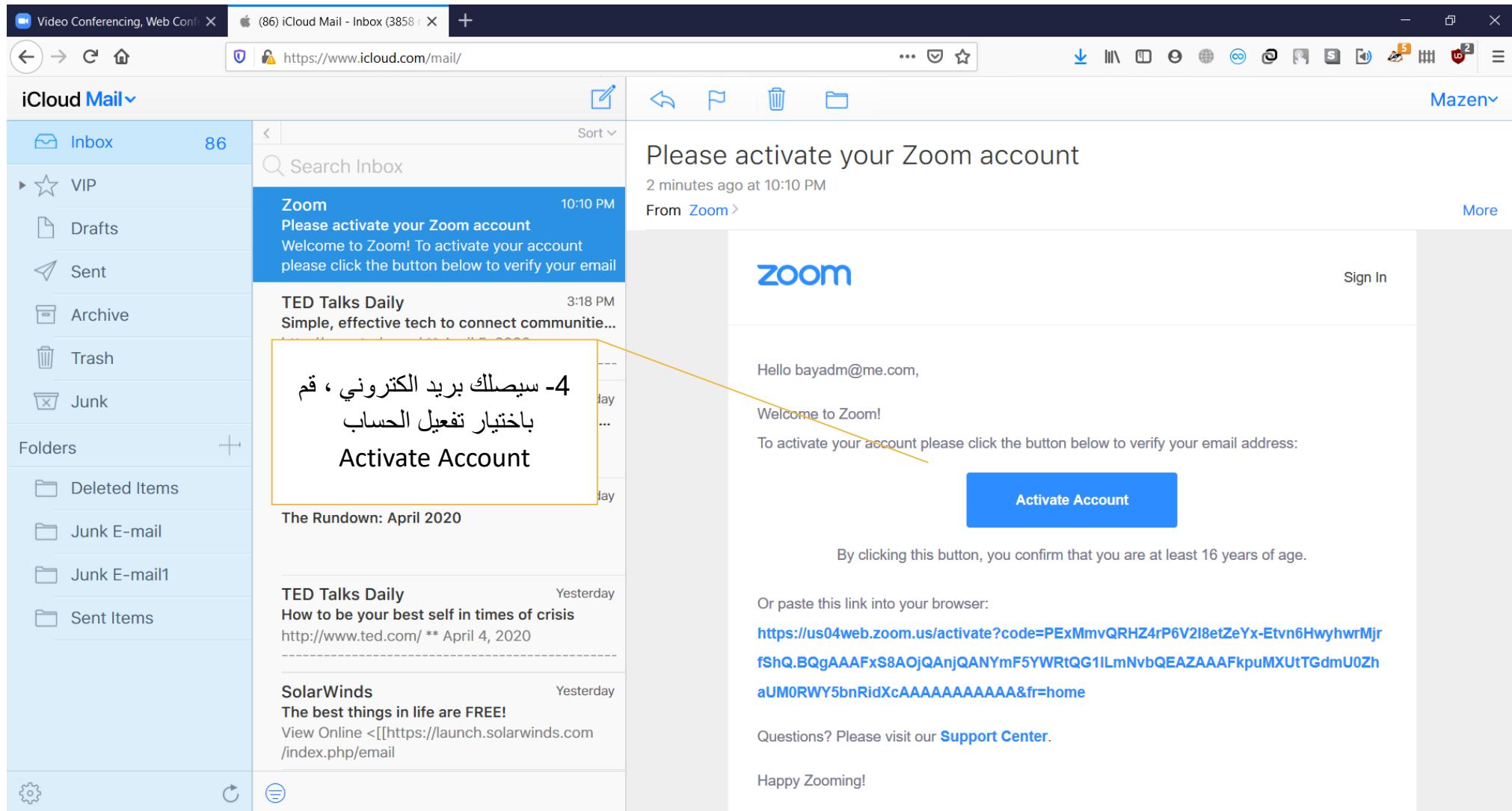
3- قم بالتأكد من بريدك الإلكتروني ثم اختيار تأكيد

Confirm

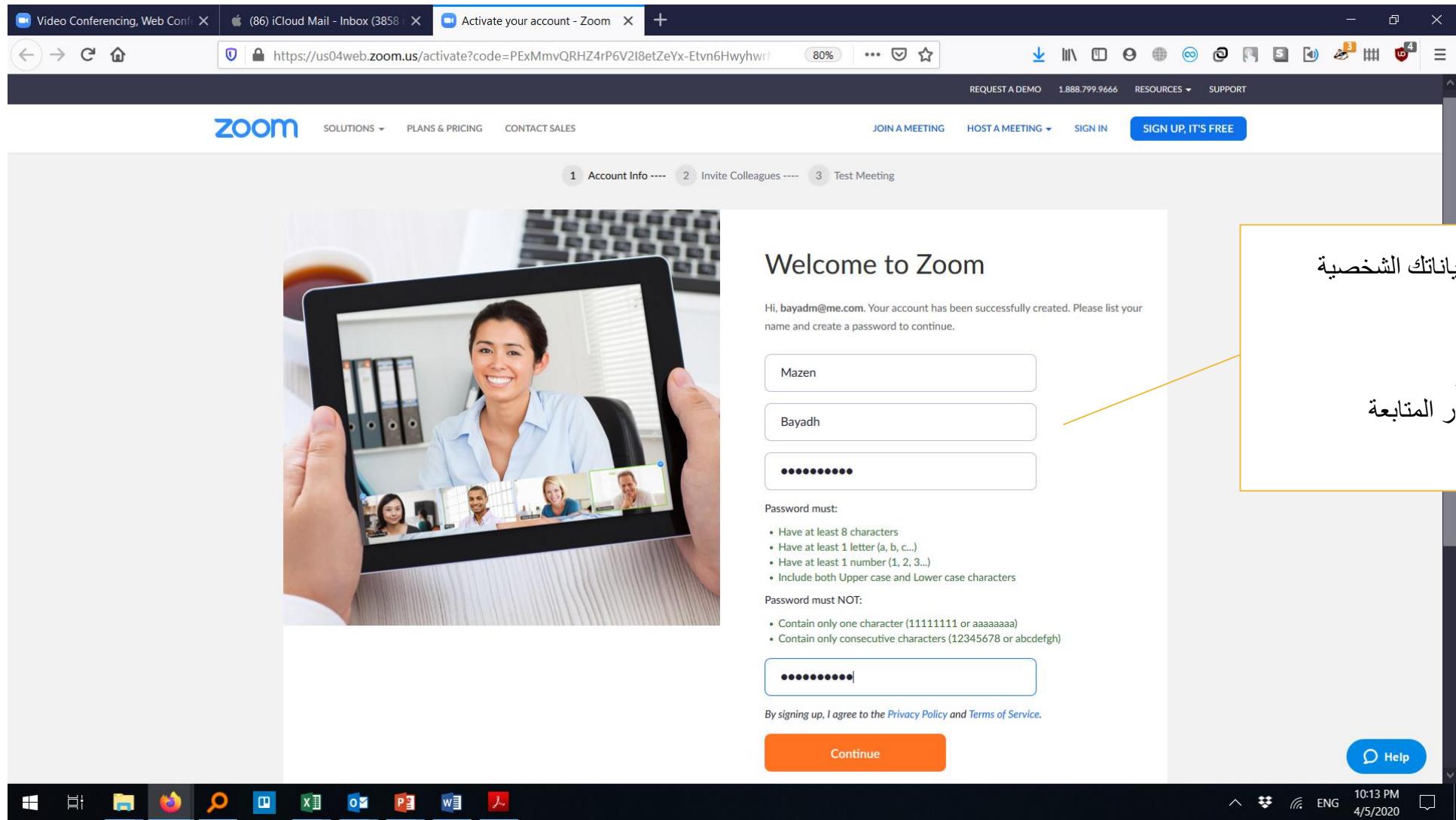
Learning made easy. Our Zoom experts offer sessions daily on all things Zoom.

Register Now 

اساسیات برنامج Zoom



اساسیات برنامج Zoom



5- قم باستكمال بياناتك الشخصية

الاسم الاول -

الاسم لاخير -

كلمة المرور -

ثم الضغط على زر المتابعة

Continue

• Password must:

- Have at least 8 characters
- Have at least 1 letter (a, b, ...)
- Have at least 1 number (1, 2, 3...)
- Include both Upper case and Lower case characters

Password must NOT:

- Contain only one character (11111111 or aaaaaaaaa)
- Contain only consecutive characters (12345678 or abcdefgh)

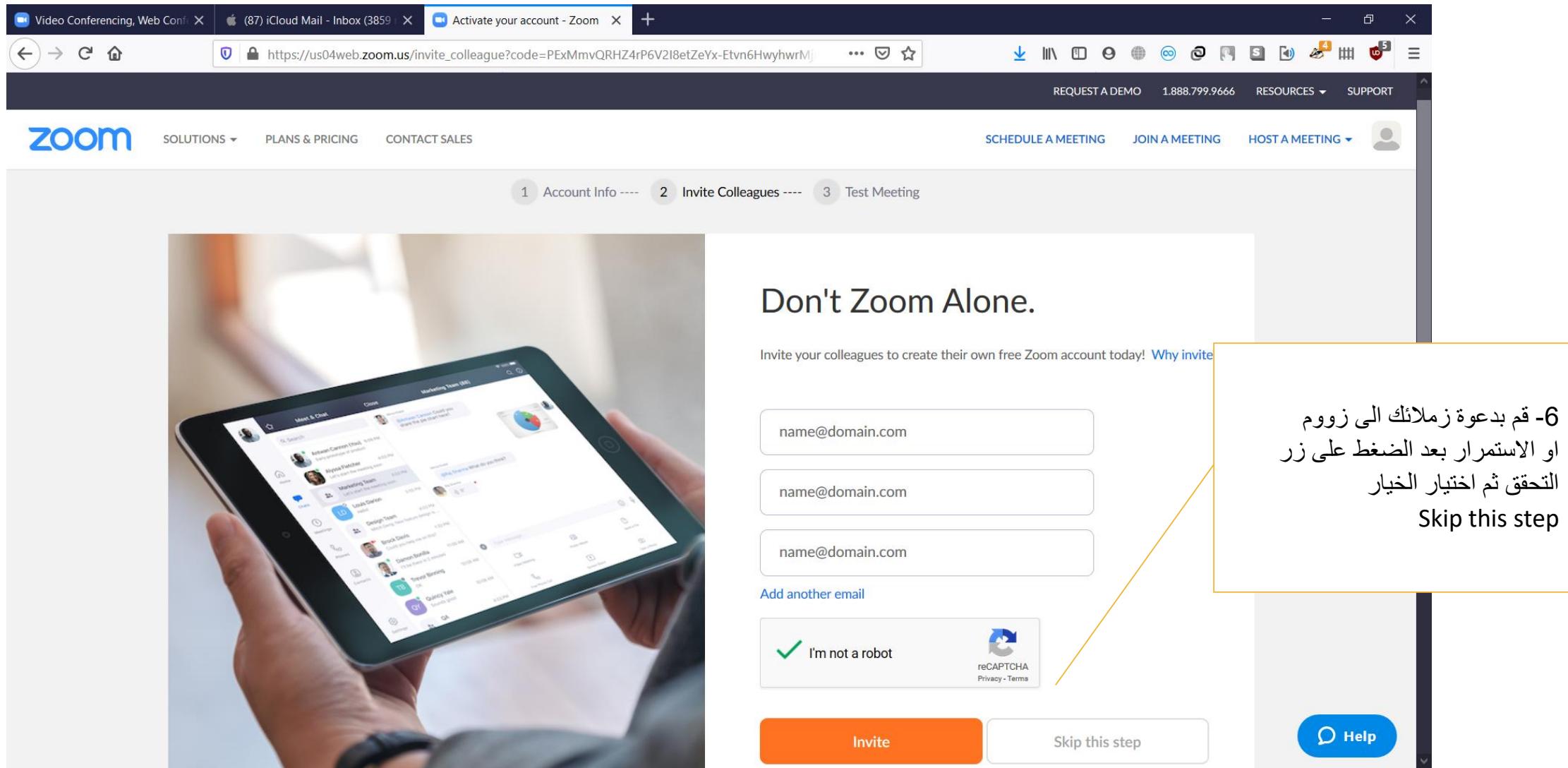
By signing up, I agree to the [Privacy Policy](#) and [Terms of Service](#).

Continue

Help

اساسیات برنامج Zoom

إنشاء حساب في برنامج زوم



6- قم بدعوة زملائك إلى زووم او الاستمرار بعد الضغط على زر التحقق ثم اختيار الخيار **Skip this step**

Don't Zoom Alone.

Invite your colleagues to create their own free Zoom account today! [Why invite](#)

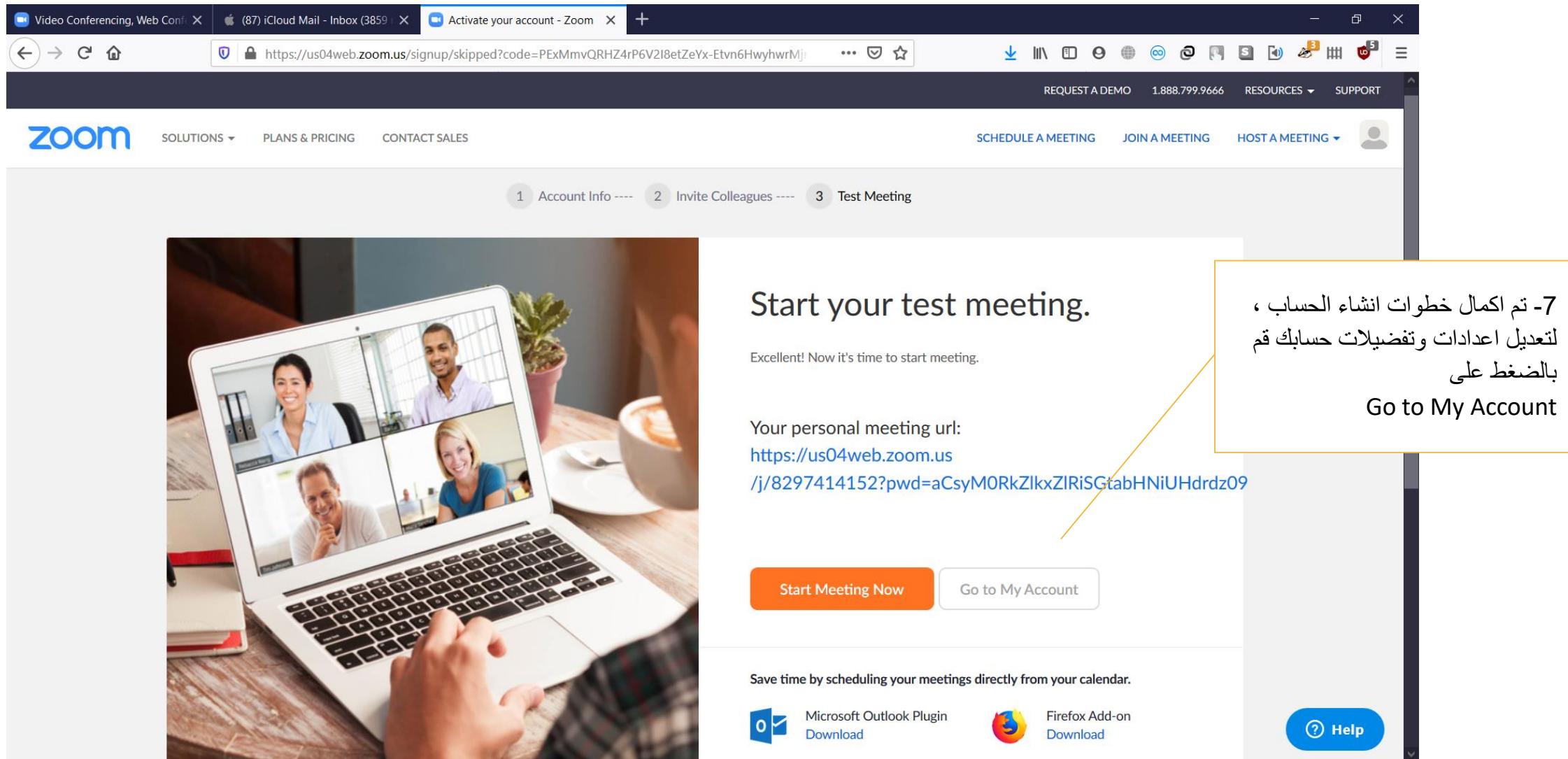
Add another email

I'm not a robot  reCAPTCHA Privacy - Terms

Invite **Skip this step** **Help**

اساسیات برنامج Zoom

انشاء حساب في برنامج زوم



7- تم اكمال خطوات انشاء الحساب ،
لتعديل اعدادات وتفاصيل حسابك قم
بالضغط على
[Go to My Account](#)

Start your test meeting.

Excellent! Now it's time to start meeting.

Your personal meeting url:
<https://us04web.zoom.us/j/8297414152?pwd=aCsyM0RkZlkxZlRiSGtabHNiUHrdz09>

[Start Meeting Now](#) [Go to My Account](#)

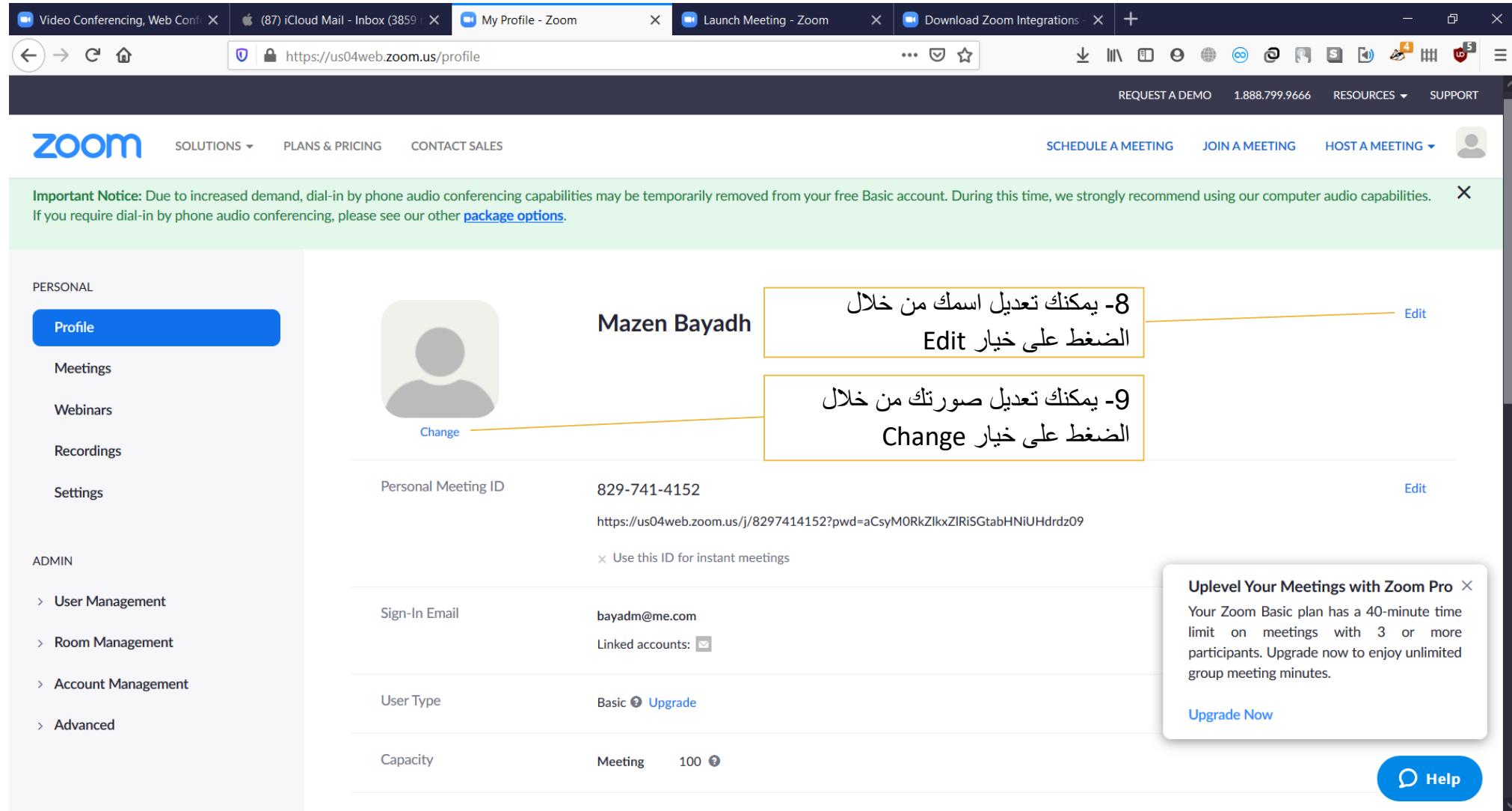
Save time by scheduling your meetings directly from your calendar.

 Microsoft Outlook Plugin
[Download](#)

 Firefox Add-on
[Download](#)

 [Help](#)

اساسیات برنامج Zoom اعدادت و تفضیلات حساب زووم



Important Notice: Due to increased demand, dial-in by phone audio conferencing capabilities may be temporarily removed from your free Basic account. During this time, we strongly recommend using our computer audio capabilities. If you require dial-in by phone audio conferencing, please see our other [package options](#).

PERSONAL

- Profile** (highlighted)
- Meetings
- Webinars
- Recordings
- Settings

ADMIN

- > User Management
- > Room Management
- > Account Management
- > Advanced

Mazen Bayadh

8- يمكنك تعديل اسمك من خلال الضغط على خيار Edit

9- يمكنك تعديل صورتك من خلال الضغط على خيار Change

Personal Meeting ID: 829-741-4152 [Edit](#)

https://us04web.zoom.us/j/8297414152?pwd=aCsyM0RkZlkxZIRiSGtabHNiUHrdz09

Use this ID for instant meetings

Sign-In Email: bayadm@me.com

Linked accounts:

User Type: Basic [Upgrade](#)

Capacity: Meeting 100 [?](#)

Uplevel Your Meetings with Zoom Pro

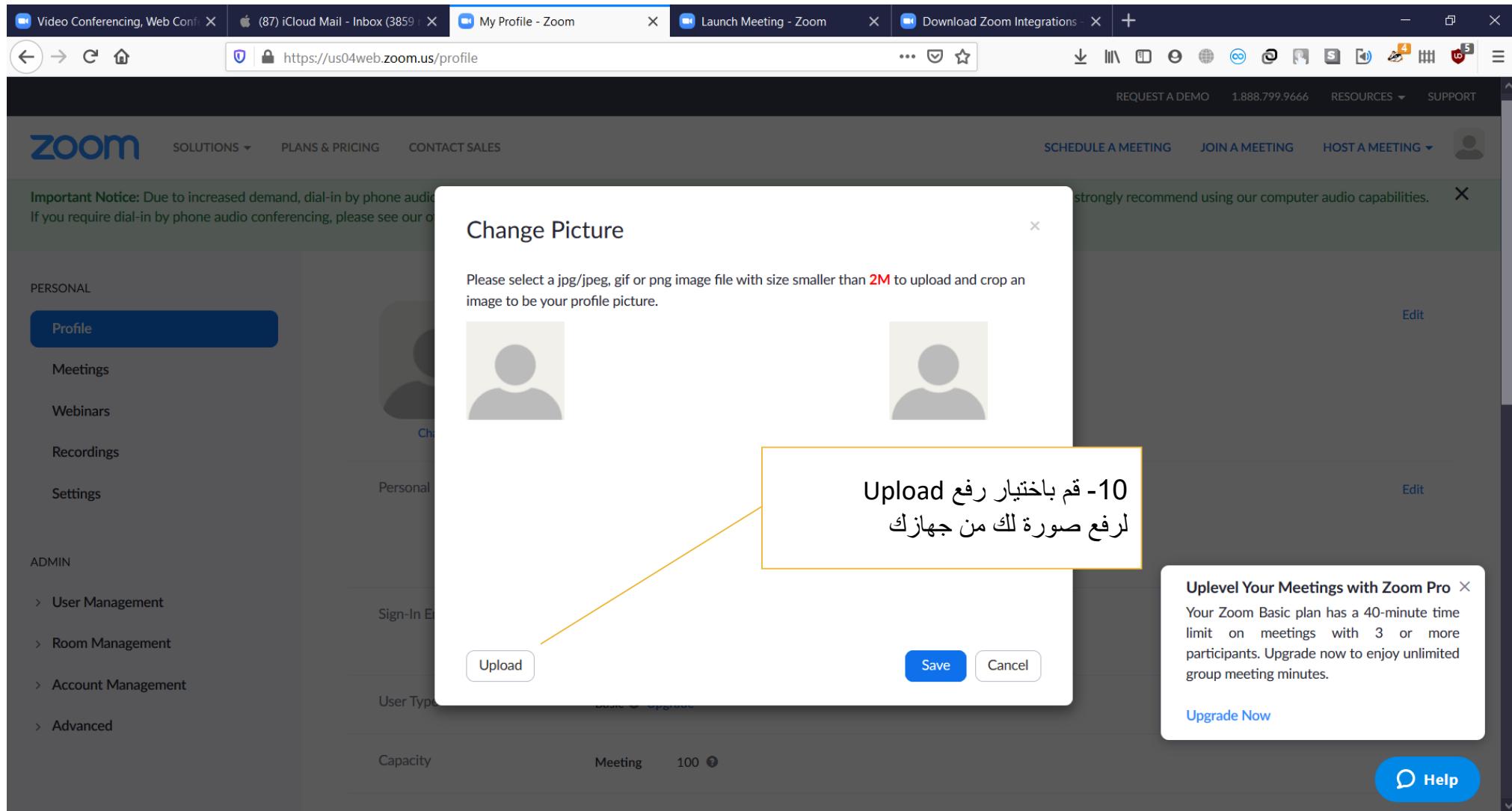
Your Zoom Basic plan has a 40-minute time limit on meetings with 3 or more participants. Upgrade now to enjoy unlimited group meeting minutes.

[Upgrade Now](#)

[Help](#)

اساسیات برنامج Zoom

اعدادت و تفضیلات حساب زووم



Video Conferencing, Web Conf X | (87) iCloud Mail - Inbox (3859) X | My Profile - Zoom X | Launch Meeting - Zoom X | Download Zoom Integrations - X | +

https://us04web.zoom.us/profile

REQUEST A DEMO 1.888.799.9666 RESOURCES SUPPORT

zoom SOLUTIONS PLANS & PRICING CONTACT SALES SCHEDULE A MEETING JOIN A MEETING HOST A MEETING Edit

Important Notice: Due to increased demand, dial-in by phone audio is no longer available. We strongly recommend using our computer audio capabilities. X

PERSONAL

Profile (highlighted)

Meetings

Webinars

Recordings

Settings

ADMIN

> User Management

> Room Management

> Account Management

> Advanced

Change Picture

Please select a jpg/jpeg, gif or png image file with size smaller than **2M** to upload and crop an image to be your profile picture.

Upload

Save Cancel

Uplevel Your Meetings with Zoom Pro X

Your Zoom Basic plan has a 40-minute time limit on meetings with 3 or more participants. Upgrade now to enjoy unlimited group meeting minutes.

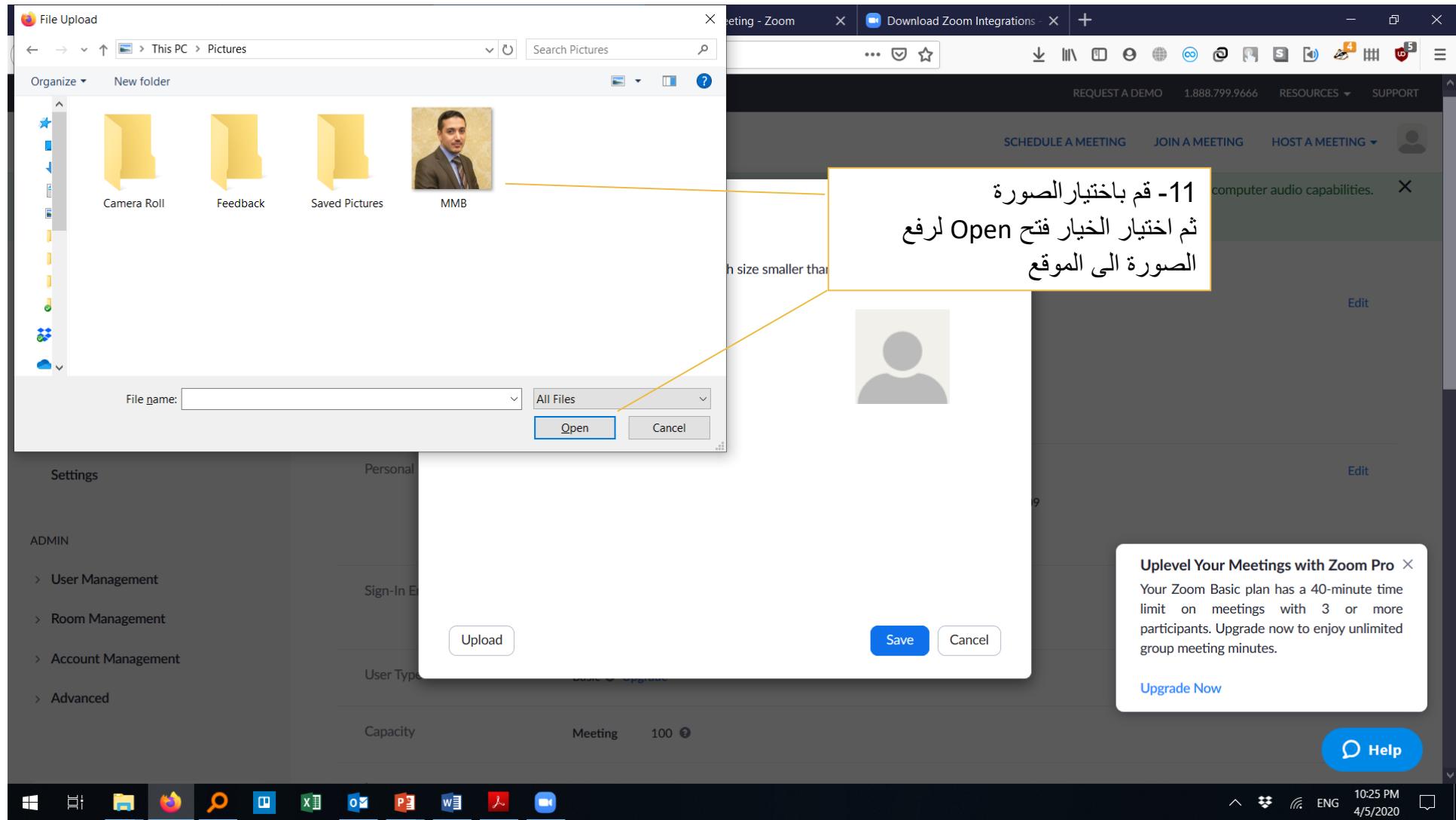
Upgrade Now

Help

10- قم باختیار رفع لرفع صورة لك من جهازك

اساسيات برنامج Zoom

اعدادات وفضائل حساب زووم



اساسیات برنامج Zoom

اعدادت و تفضیلات حساب زووم

Video Conferencing, Web Conf X | (87) iCloud Mail - Inbox (3859) X | My Profile - Zoom X | Launch Meeting - Zoom X | Download Zoom Integrations X | +

https://us04web.zoom.us/profile

REQUEST A DEMO 1.888.799.9666 RESOURCES SUPPORT

zoom SOLUTIONS PLANS & PRICING CONTACT SALES SCHEDULE A MEETING JOIN A MEETING HOST A MEETING

Important Notice: Due to increased demand, dial-in by phone audio is no longer available. We strongly recommend using our computer audio capabilities. X

PERSONAL

Profile (selected)

Meetings

Webinars

Recordings

Settings

ADMIN

User Management

Room Management

Account Management

Advanced

Capacity Meeting 100 ?

Change Picture

Please select a jpg/jpeg, gif or png image file with size smaller than **2M** to upload and crop an image to be your profile picture.

Upload

Save Cancel

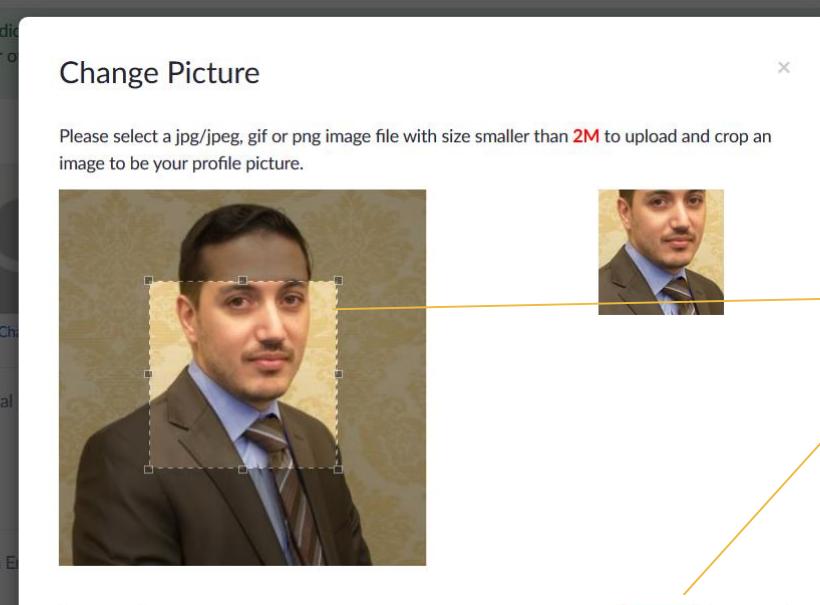
12- قم بتحديد الجزء المراد اظهاره من الصورة ثم اختيار الخيار حفظ Save لتنبيه الصورة

Uplevel Your Meetings with Zoom Pro X

Your Zoom Basic plan has a 40-minute time limit on meetings with 3 or more participants. Upgrade now to enjoy unlimited group meeting minutes.

Upgrade Now

Help



10:25 PM 4/5/2020



اسسیات برنامج Zoom

اعدادت و تفضیلات حساب زووم

Important Notice: Due to increased demand, dial-in by phone audio conferencing capabilities may be temporarily removed from your free Basic account. During this time, we strongly recommend using our computer audio capabilities. If you require dial-in by phone audio conferencing, please see our other [package options](#).

PERSONAL

Profile

Meetings

Webinars

Recordings

Settings

ADMIN

> User Management

> Room Management

> Account Management

> Advanced

Mazen Bayadh

Change Delete

Personal Meeting ID

329-741-4152

https://us04web.zoom.us/j/8297414152?pwd=aCsyM0RkZlkxZIRiSGtabHNIUHrdz09

Use this ID for instant meetings

Sign-In Email bayadm@me.com

Linked accounts:

User Type Basic [Upgrade](#)

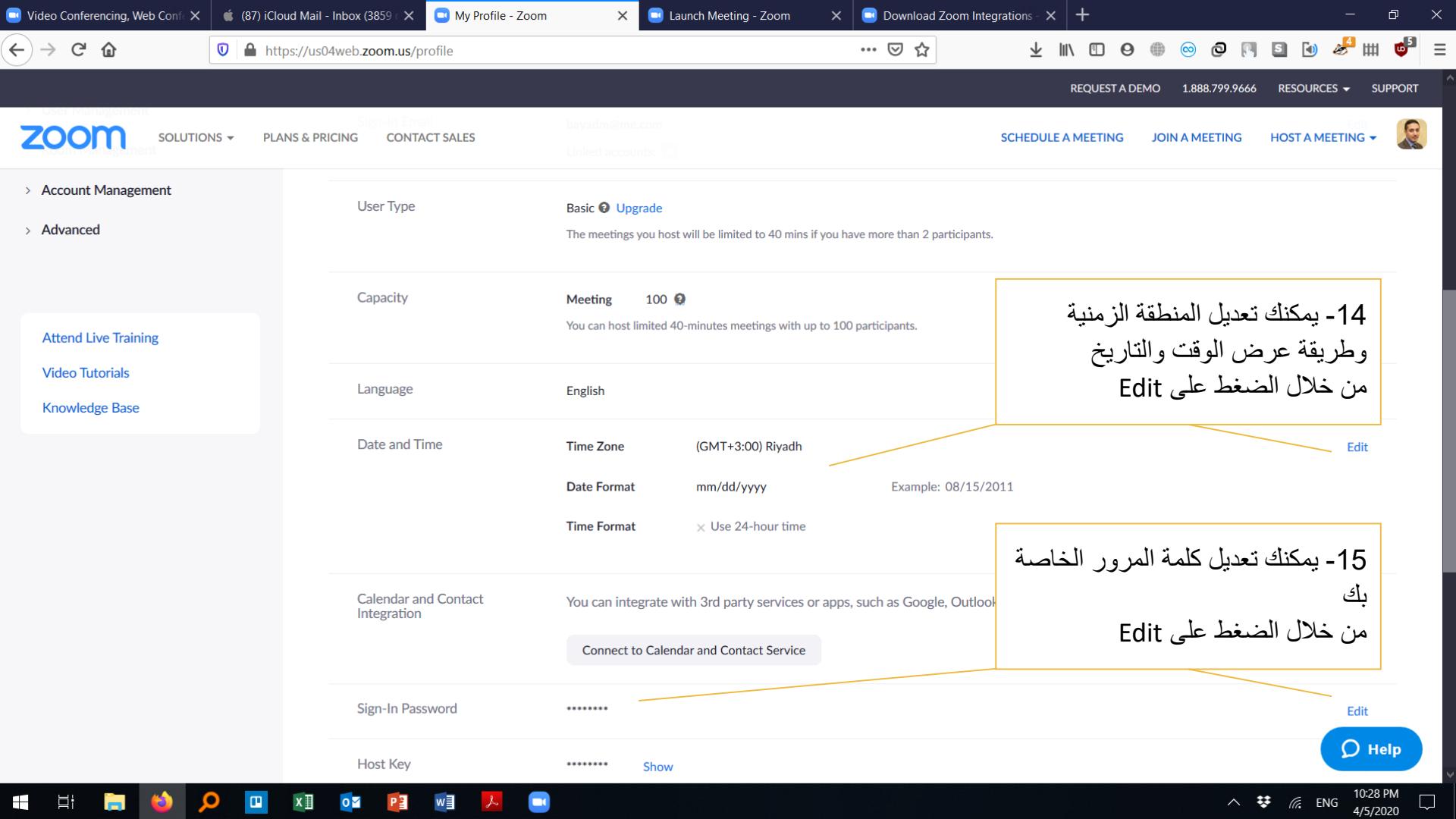
Capacity Meeting 100 [?](#)

13- هذا الرقم هو عنوانك الذي يستطيع جميع مستخدمين زووم التواصل معك من خلاله

Help

اساسيات برنامج Zoom

اعدادات وفضائل حساب زووم



The screenshot shows the 'My Profile' settings page in the Zoom web interface. The 'User Type' is set to 'Basic' (with an 'Upgrade' link). The 'Capacity' is set to 'Meeting 100' (with a note that meetings will be limited to 40 mins if more than 2 participants). The 'Language' is set to 'English'. Under 'Date and Time', the 'Time Zone' is '(GMT+3:00) Riyadh', 'Date Format' is 'mm/dd/yyyy' (with an 'Edit' link and an example '08/15/2011'), and 'Time Format' is 'Use 24-hour time'. The 'Calendar and Contact Integration' section shows a note about integrating with 3rd party services like Google and Outlook, with a 'Connect to Calendar and Contact Service' button. The 'Sign-In Password' and 'Host Key' fields are shown with redacted text and 'Edit' links. A 'Help' button is at the bottom right. The browser address bar shows 'https://us04web.zoom.us/profile'. The operating system taskbar at the bottom includes icons for File Explorer, Task View, Edge, File Explorer, Excel, Word, and Zoom.

14- يمكنك تعديل المنطقة الزمنية وطريقة عرض الوقت والتاريخ من خلال الضغط على Edit

15- يمكنك تعديل كلمة المرور الخاصة بك من خلال الضغط على Edit

Zoom Meeting Plans for Your Business

[Zoom for Education](#) | [Zoom for Telehealth](#) | [Zoom for Developers](#)

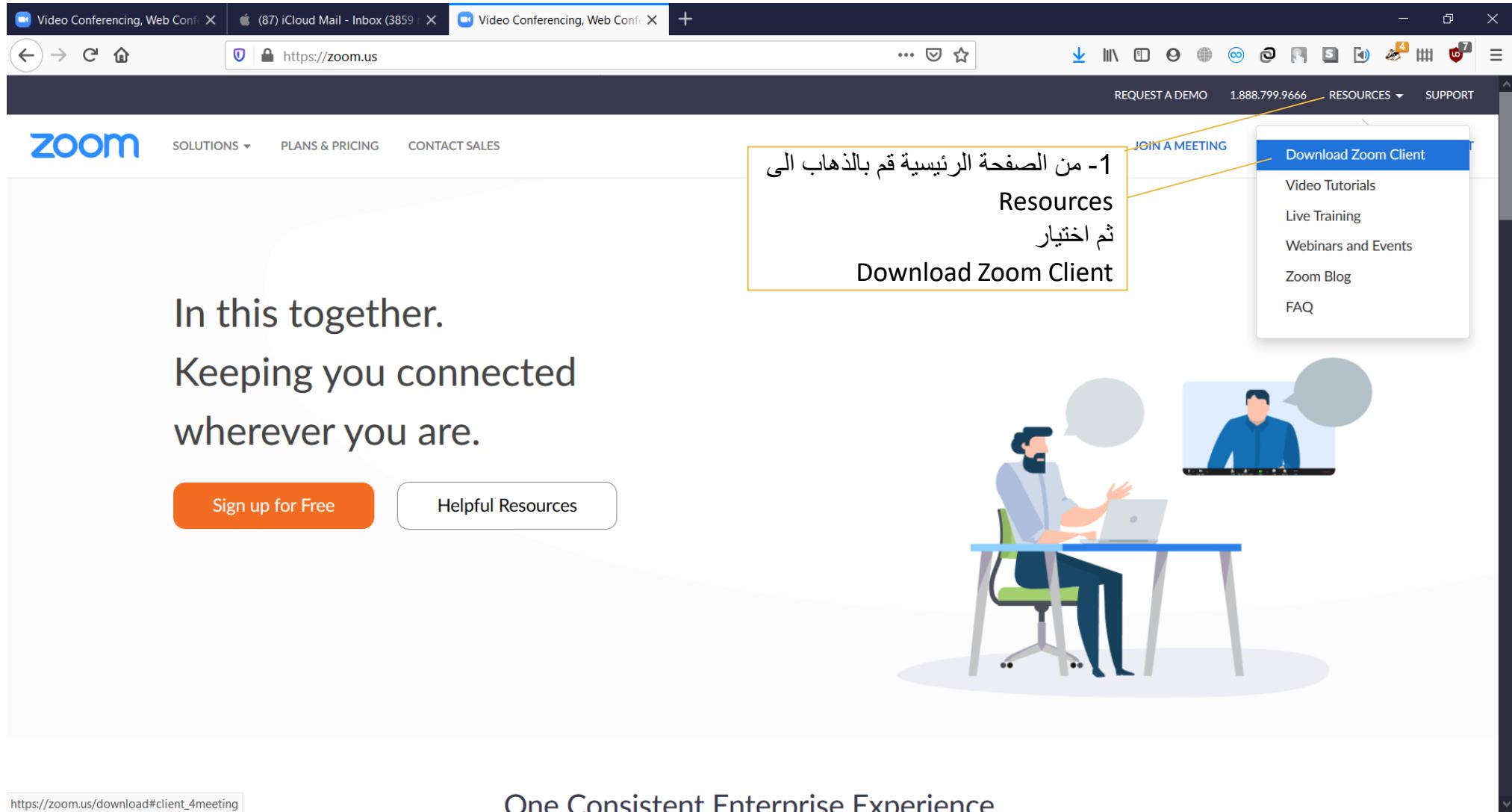
Basic Personal Meeting Free	Pro Great for Small Teams \$14.99 /mo/host	Business Small & Med Businesses \$19.99 /mo/host <small>* Minimum of 10 hosts</small>	Enterprise Large Enterprise-Ready \$19.99 /mo/host <small>* Minimum of 50 hosts</small>
<div style="border: 1px solid #ccc; padding: 5px; text-align: center;"> Sign up, It's Free </div> <p>Host up to 100 participants Unlimited 1 to 1 meetings 40 mins limit on group meetings Unlimited number of meetings Online support</p> <p>+ Video Conferencing Features + Web Conferencing Features + Group Collaboration Features + Security</p>	<div style="background-color: #f39200; color: white; border-radius: 5px; padding: 5px; text-align: center;"> Buy Now </div> <p>All Basic features + Includes 100 participants Need more participants? Meeting duration limit is 24 hrs User management Admin feature controls Reporting Custom Personal Meeting ID Assign scheduler 1GB of MP4 or M4A cloud recording REST API Skype for Business (Lync) interoperability + Optional Add-on Plans</p>	<div style="border: 1px solid #ccc; padding: 5px; text-align: center;"> Buy Now </div> <p>All Pro features + Includes 300 participants Need more participants? Dedicated phone support Admin dashboard Vanity URL Option for on-premise deployment Managed domains Single sign-on Company branding Custom emails LTI integration Cloud Recording Transcripts + Optional Add-on Plans</p>	<div style="border: 1px solid #ccc; padding: 5px; text-align: center;"> Contact Sales </div> <p>All Business features + Enterprise includes 500 participants Enterprise Plus includes 1,000 participants Unlimited Cloud Storage Dedicated Customer Success Manager Executive Business Reviews Bundle discounts on Webinars and Zoom Rooms</p>

اساسيات برنامج Zoom القيود على الحساب المجاني

- يوجد ميزات كثيرة في الحساب المجاني ولكن هناك بعض القيود مثل:
 - مدة الاجتماع او جلسة العمل مع اكثرب من **40 دقيقة فقط**.
 - لا يمكن اقامة اكثرب من جلسة في نفس الوقت.
 - عدد المشاركين في جلسة العمل لا يزيد عن **100 شخص**.

اساسيات برنامج Zoom

تثبيت برنامج زووم



1- من الصفحة الرئيسية قم بالذهاب الى **Resources** ثم اختيار **Download Zoom Client**

In this together.
Keeping you connected
wherever you are.

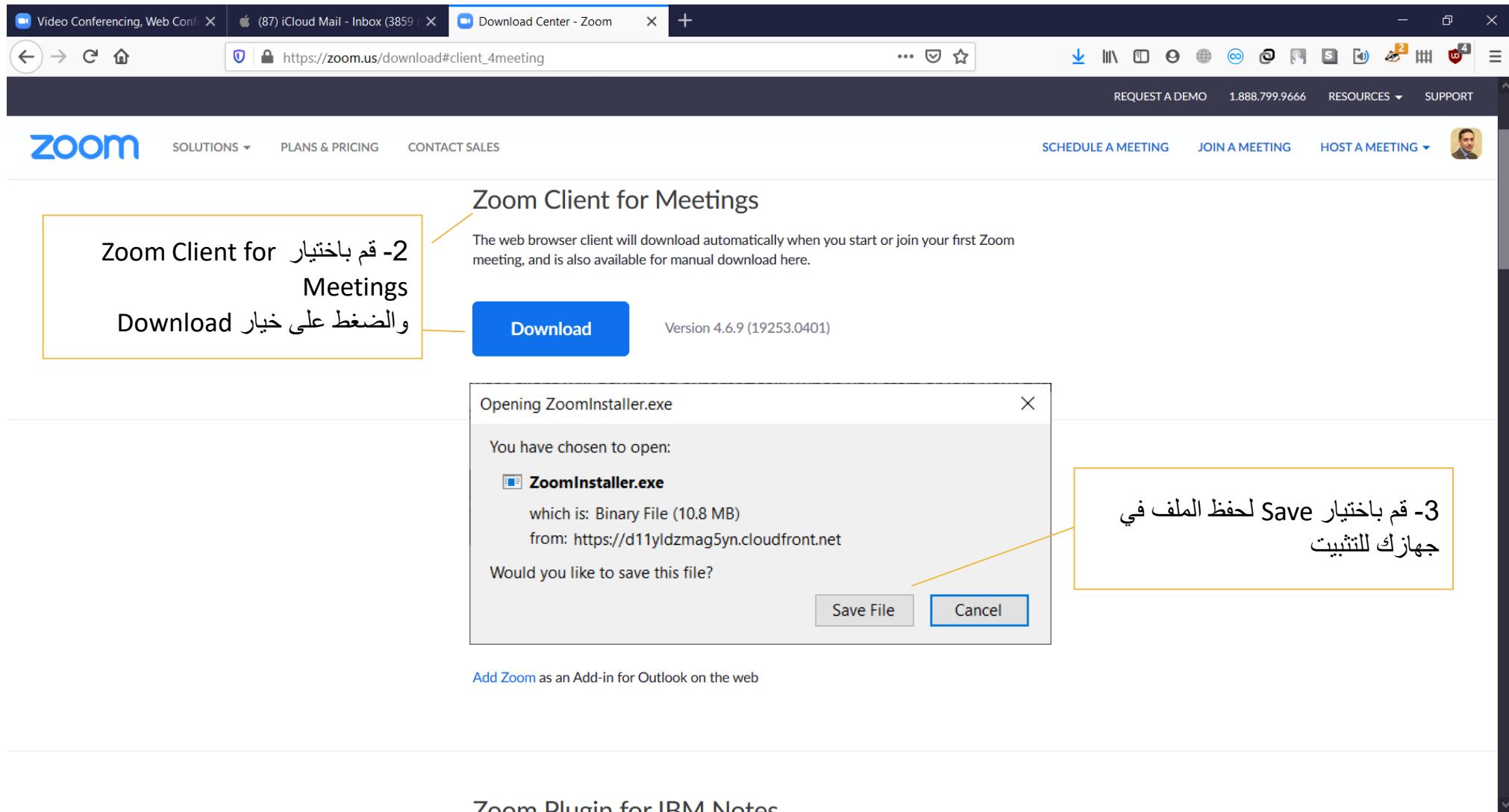
[Sign up for Free](#) [Helpful Resources](#)

One Consistent Enterprise Experience

https://zoom.us/download#client_4meeting

اساسیات برنامج Zoom

تثبيت برنامج زووم



Zoom Client for Meetings

The web browser client will download automatically when you start or join your first Zoom meeting, and is also available for manual download here.

Download Version 4.6.9 (19253.0401)

Opening ZoomInstaller.exe

You have chosen to open:
 ZoomInstaller.exe
which is: Binary File (10.8 MB)
from: <https://d11yldzmag5yn.cloudfront.net>

Would you like to save this file?

Save File **Cancel**

Add Zoom as an Add-in for Outlook on the web

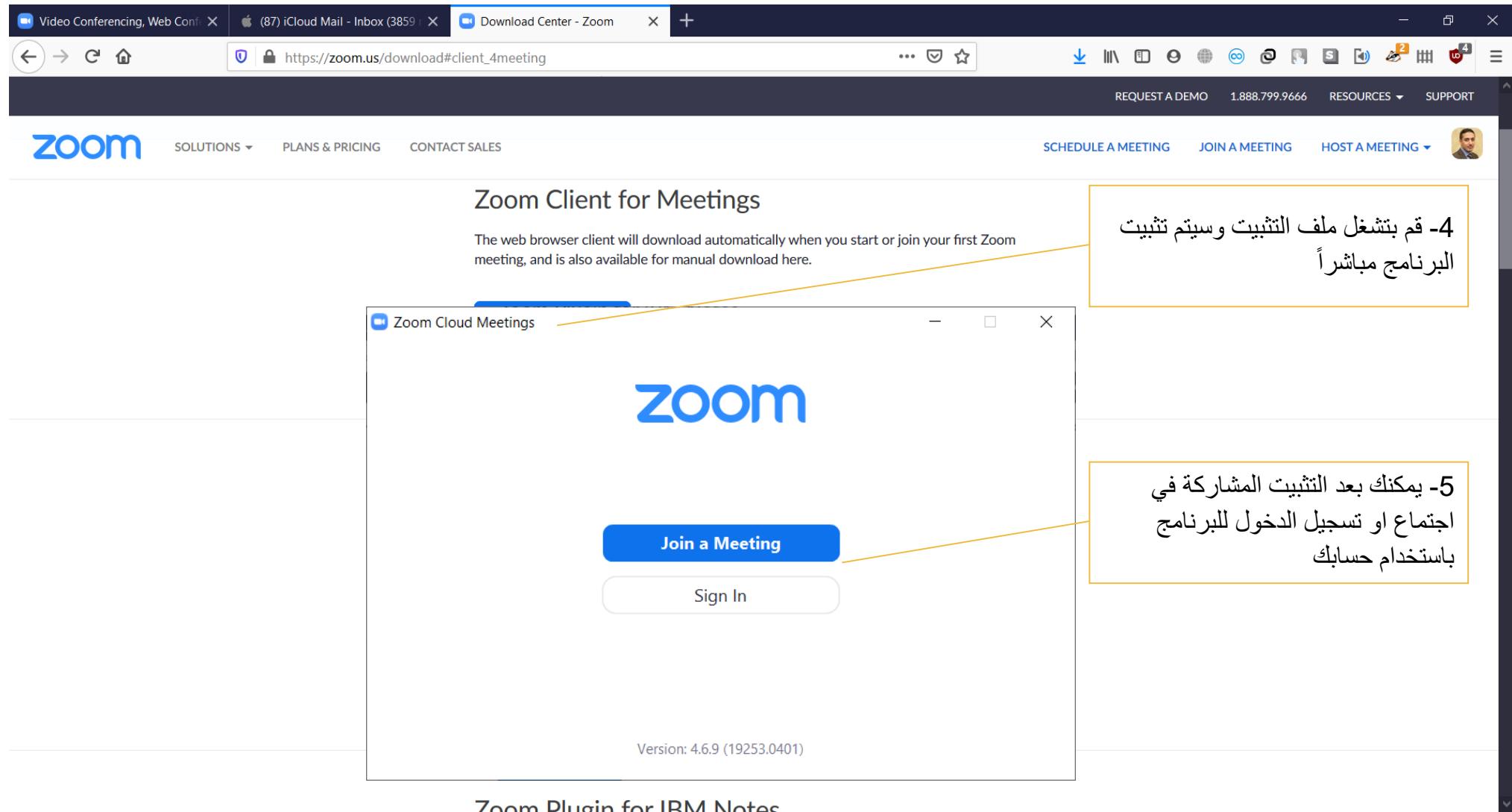
Zoom Plugin for IRM Notes

2- قم باختيار Zoom Client for Meetings واص赶ط على خيار Download

3- قم باختيار Save لحفظ الملف في جهازك للتثبيت

اساسيات برنامج Zoom

تثبيت برنامج زووم



The screenshot shows a web browser window with the Zoom website. The URL in the address bar is https://zoom.us/download#client_4meeting. The page title is "Zoom Client for Meetings". The text on the page states: "The web browser client will download automatically when you start or join your first Zoom meeting, and is also available for manual download here." Below this text is a screenshot of the Zoom Cloud Meetings application window, which displays the "zoom" logo and two buttons: "Join a Meeting" (highlighted with a blue box and an arrow) and "Sign In". The application window title is "Zoom Cloud Meetings". At the bottom of the application window, it says "Version: 4.6.9 (19253.0401)".

4- قم بتشغيل ملف التثبيت وسيتم تثبيت البرنامج مباشراً

5- يمكنك بعد التثبيت المشاركة في اجتماع او تسجيل الدخول للبرنامج باستخدام حسابك

اساسيات برنامج Zoom

تثبيت برنامج زووم

