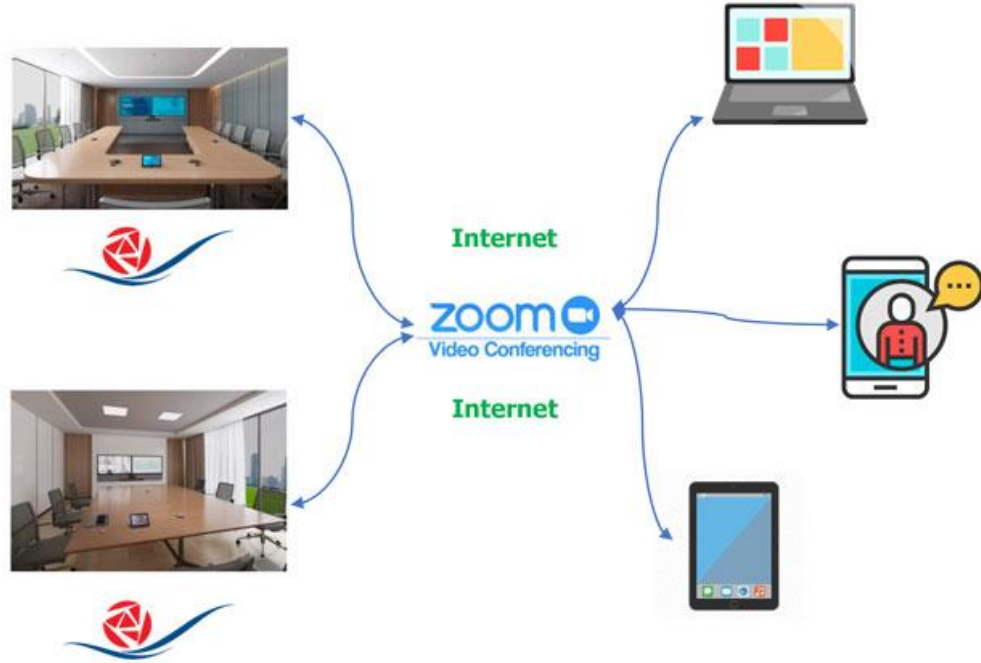


# اساسيات برنامج Zoom

# 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).

The image shows a screenshot of the Zoom website homepage. The browser address bar shows 'https://zoom.us'. The navigation menu includes 'SOLUTIONS', 'PLANS & PRICING', 'CONTACT SALES', 'JOIN A MEETING', 'HOST A MEETING', 'SIGN IN', and 'SIGN UP, IT'S FREE'. The main content area features the text 'In this together. Keeping you connected wherever you are.' and an illustration of a man working at a desk with a laptop and a video call window. A sign-up form is visible with the email 'bayadm@me.com' and a 'Sign Up Free' button. The footer contains the text 'Learning made easy. Our Zoom experts offer sessions daily on all things Zoom.' and a 'Register Now' button.

1- قم بزيارة موقع الشركة

2- قم بكتابة بريدك الالكتروني الذي ترغب باستخدامه ثم الضغط على التسجيل مجاناً  
Sign Up Free

Video Conferencing, Web Confir X +

https://zoom.us

REQUEST A DEMO 1.888.799.9666 RESOURCES SUPPORT

zoom SOLUTIONS PLANS & PRICING CONTACT SALES JOIN A MEETING HOST A MEETING SIGN IN SIGN UP, IT'S FREE

In this together  
Keeping you co  
wherever you a

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.

bayadm@me.com

3- قم بالتأكد من بريدك  
الالكتروني ثم اختيار تأكيد  
Confirm

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

Register N

The screenshot shows a web browser window displaying an iCloud Mail inbox. The selected email is from Zoom, titled "Please activate your Zoom account". A yellow box highlights the email subject, and a callout box contains the following Arabic text: "4- سيصلك بريد الكتروني ، قم باختيار تفعيل الحساب Activate Account". The email content includes the Zoom logo, a "Sign In" button, and an "Activate Account" button. Below the button, there is a link to activate the account: <https://us04web.zoom.us/activate?code=PEXmMvQRHZ4rP6V2l8etZeYx-Etn6HwyhwrMjr fShQ.BQgAAAFxS8AOjQANjQANYmF5YWRtQG1LmNvbQEAZAAAFkpuMXUtTGdmU0ZhaUM0RWY5bnRidXcAAAAAAAAAAAA&fr=home>. The email also includes a "Support Center" link and a "Happy Zooming!" message.

# اساسيات برنامج Zoom انشاء حساب في برنامج زوم

1 Account Info ---- 2 Invite Colleagues ---- 3 Test Meeting

## Welcome to Zoom

Hi, bayadm@me.com. Your account has been successfully created. Please list your name and create a password to continue.

Mazen

Bayadh

.....

Password must:

- Have at least 8 characters
- Have at least 1 letter (a, b, c...)
- 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

10:13 PM  
4/5/2020

5- قم باستكمال بياناتك الشخصية

- الاسم الاول
- الاسم لآخر
- كلمة المرور

ثم الضغط على زر المتابعة  
Continue

1 Account Info ---- 2 Invite Colleagues ---- 3 Test Meeting

### Don't Zoom Alone.


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

name@domain.com

name@domain.com

name@domain.com

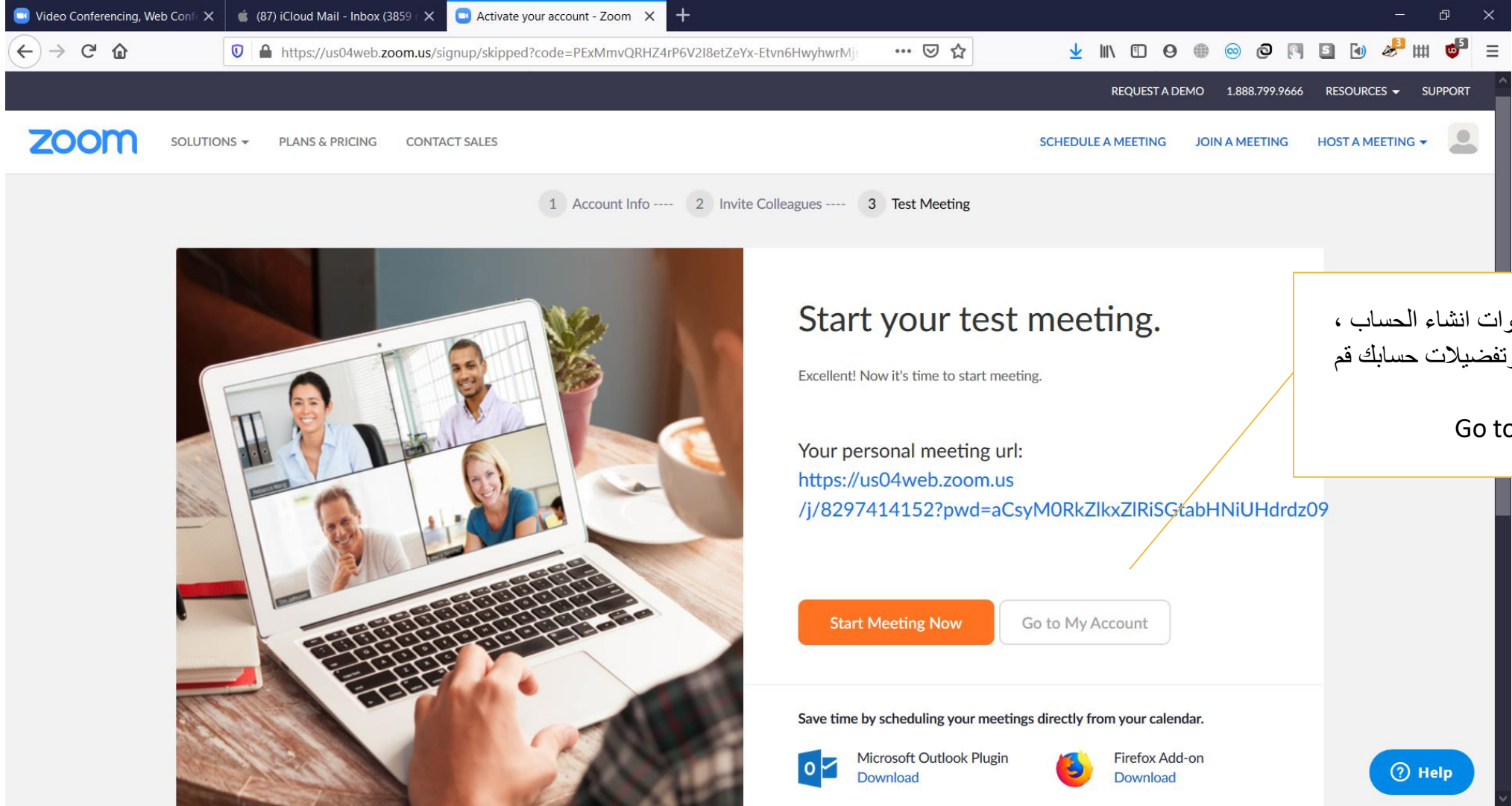
[Add another email](#)

I'm not a robot 

[Skip this step](#)

[Help](#)

6- قم بدعوة زملائك الى زوم او الاستمرار بعد الضغط على زر التحقق ثم اختيار الخيار Skip this step



Video Conferencing, Web Conf X (87) iCloud Mail - Inbox (3859) X Activate your account - Zoom X +

https://us04web.zoom.us/signup/skipped?code=PExMmvQRHZ4rP6V2i8etZeYx-Etn6HwyhwrMj

REQUEST A DEMO 1.888.799.9666 RESOURCES SUPPORT

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

1 Account Info 2 Invite Colleagues 3 Test Meeting

## Start your test meeting.

Excellent! Now it's time to start meeting.

Your personal meeting url:  
<https://us04web.zoom.us/j/8297414152?pwd=aCsyM0RkZlIxZlRiSGtabHNIUHdrdz09>

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

7- تم اكمال خطوات انشاء الحساب ،  
لتعديل اعدادات وتفضيلات حسابك قم  
بالضغط على

Go to My Account



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

https://us04web.zoom.us/profile

REQUEST A DEMO 1.888.799.9666 RESOURCES SUPPORT

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 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** Edit

8- يمكنك تعديل اسمك من خلال الضغط على خيار Edit

9- يمكنك تعديل صورتك من خلال الضغط على خيار Change

Change

Personal Meeting ID 829-741-4152 Edit

https://us04web.zoom.us/j/8297414152?pwd=aCsyM0RkZikxZiRiSGtabHNIUHdrdz09

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

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

10- قم باختيار رفع Upload لرفع صورة لك من جهازك

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

# اساسيات برنامج Zoom اعدادت وتفضيلات حساب زووم

The screenshot shows the Zoom account settings page in a web browser. A file upload dialog is open, displaying the 'Pictures' folder with a file named 'MMB'. A callout box with Arabic text points to the 'Open' button in the dialog. The background shows the Zoom account settings page with a sidebar menu and a main content area. A notification banner for Zoom Pro is visible at the bottom right.

11- قم باختيار الصورة  
ثم اختيار الخيار فتح Open لرفع  
الصورة الى الموقع

Upload Save Cancel

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

10:25 PM  
4/5/2020

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.

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

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

10:25 PM  
4/5/2020

Video Conferencing, Web Con! 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 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** Edit

Change Delete

Personal Meeting ID **829-741-4152** Edit

https://us04web.zoom.us/j/8297414152?pwd=aCsyMORkZlIxZlRlSGtabHNIUHdRdz09

Use this ID for instant meetings

Sign-In Email bayadm@me.com Edit

Linked accounts: [icon]

User Type Basic Upgrade

Capacity Meeting 100

Help

10:26 PM 4/5/2020

The screenshot shows the Zoom web profile page for a user named bayadm@me.com. The page is in Arabic and displays various account settings. Two callout boxes highlight specific features:

- Callout 14:** "14- يمكنك تعديل المنطقة الزمنية وطريقة عرض الوقت والتاريخ من خلال الضغط على Edit" (14- You can edit the time zone and the way time and date are displayed by clicking Edit).
- Callout 15:** "15- يمكنك تعديل كلمة المرور الخاصة بك من خلال الضغط على Edit" (15- You can edit your password by clicking Edit).

The page includes a navigation menu with options like "Account Management" and "Advanced", and a sidebar with links for "Attend Live Training", "Video Tutorials", and "Knowledge Base". The bottom of the page shows a Windows taskbar with various application icons and a system tray with the date and time (10:28 PM, 4/5/2020).

## Zoom Meeting Plans for Your Business

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

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

# اساسيات برنامج Zoom القيود على الحساب المجاني

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

The screenshot shows the Zoom website interface. The browser address bar displays 'https://zoom.us'. The navigation menu includes 'SOLUTIONS', 'PLANS & PRICING', and 'CONTACT SALES'. The main content area features the text 'In this together. Keeping you connected wherever you are.' and two buttons: 'Sign up for Free' and 'Helpful Resources'. A 'JOIN A MEETING' button is visible, with a dropdown menu open showing options: 'Download Zoom Client', 'Video Tutorials', 'Live Training', 'Webinars and Events', 'Zoom Blog', and 'FAQ'. A yellow box highlights the 'Download Zoom Client' option, with a callout box containing the text: '1- من الصفحة الرئيسية قم بالذهاب الى Resources ثم اختيار Download Zoom Client'. The footer contains the URL 'https://zoom.us/download#client\_4meeting' and the slogan 'One Consistent Enterprise Experience'.

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

https://zoom.us/download#client\_4meeting

One Consistent Enterprise Experience.



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)

Zoom Client for Meetings -2- قم باختيار Meetings والضغط على خيار Download

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](#)

3- قم باختيار Save لحفظ الملف في جهازك للتثبيت

[Add Zoom as an Add-in for Outlook on the web](#)

Zoom Plugin for IRM Notes

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.

4- قم بتشغل ملف التثبيت وسيتم تثبيت البرنامج مباشرة

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

Version: 4.6.9 (19253.0401)

Zoom Plugin for IRM Notes

Zoom

Home Chat Meetings Contacts Search

واجهة البرنامج سهلة الاستخدام وتسمح لك باستخدام البرنامج حسب احتياجك

كما يمكنك تغيير جميع الاعدادات والتفضيلات الخاصة بك

New Meeting + Join Schedule 19 Share screen

No upcoming meetings today

Zoom Cloud Meetings

### Sign In

6- قم بتسجيل اسم المستخدم وكلمة المرور للدخول للبرنامج

bayadm@me.com

\*\*\*\*\* [Forgot?](#)

Keep me signed in [Sign In](#)

or

Sign In with Google

Sign In with Facebook

[Back](#) [Sign Up Free](#)