


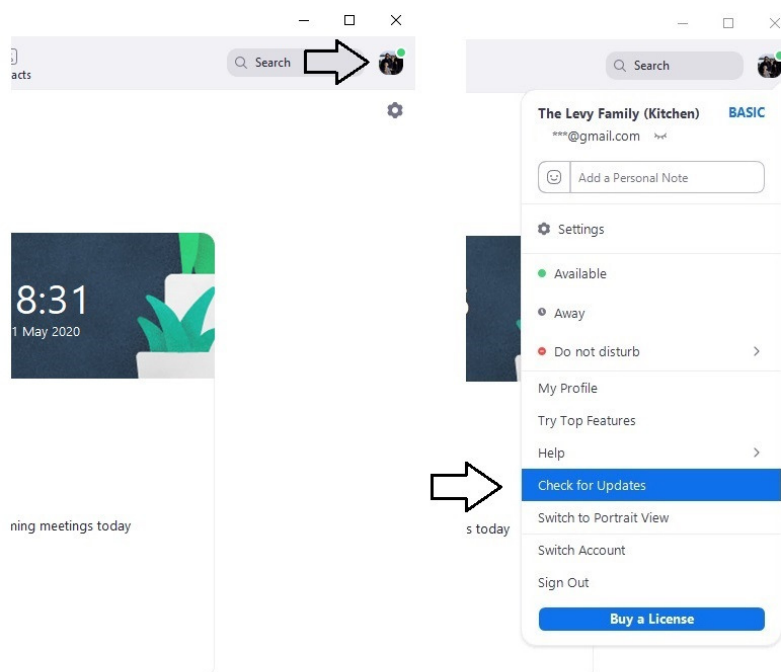
How to update Zoom on a Mac, PC or laptop.

While your phone or iPad should automatically download updates (either to install automatically or with your input), you will need to manually check on the desktop Zoom app. To do so, you will have to access the app's profile menu, which is found in the upper right-hand corner of the screen.

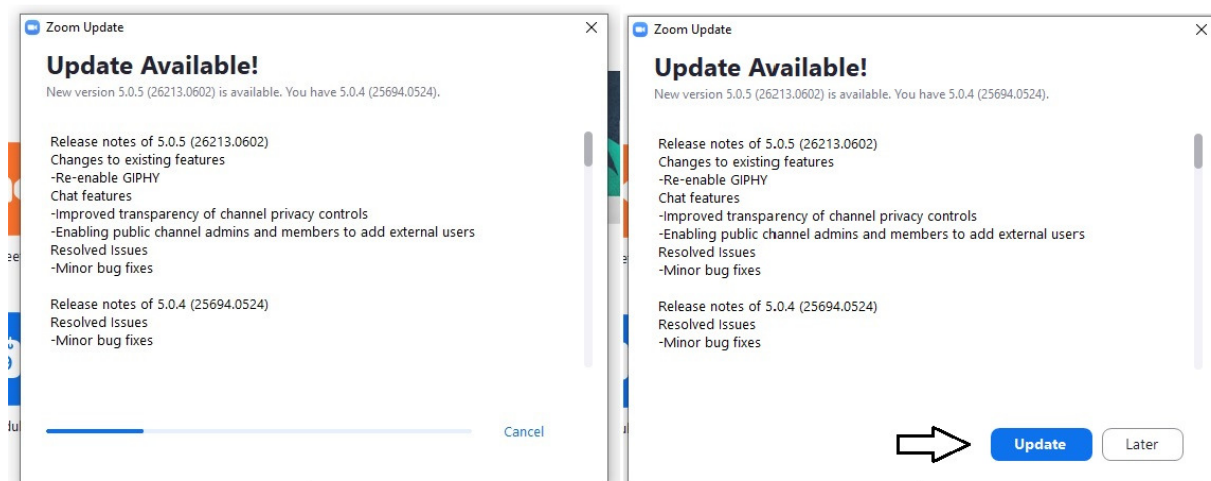
If you use the app frequently, you'll want to make sure you are using the latest version on your desktop to avoid any issues with security and connection. At the present time, Zoom appear to be updating frequently so it might be worth checking before each meeting or at least weekly.

It is important to note that these instructions do not apply on the mobile Zoom app for iPhones, iPads or Android devices, which will update automatically via Google Play Store (Android) or the App Store (Apple).

1. Open the  application on your Mac, PC or laptop.
2. Click on your profile picture in the top-right corner (see left-hand picture below). If you haven't changed your photo, the icon will appear as your initials inside a coloured square. Select 'Check for updates' (see right-hand picture below) from the dropdown menu. If you are up to date with your app version, a pop-up will appear to tell you so with the latest version number (see no. 4).



3. If you are due for an update, Zoom will automatically begin to download the update and when prompted you'll need to click 'Update'.



4. Click 'Close' to close the pop-up.

