

Guidance – Downloading Zoom for online interviewing

Prior to your interviews, you will need to arrange access to Zoom.

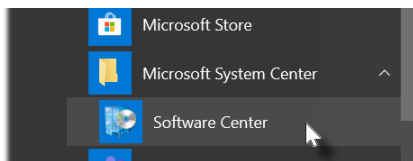
NHSBT Workspace MUST NOT be used for Zoom video conferencing, you can use your Hybrid, Laptop or iPad for connecting into the zoom interview.

If you do not have one of these devices you can contact the facilities and/or IT department at your local main centre to arrange to access a device for the interviews. Alternatively, you can use your android device e.g. Samsung Phone, Samsung Galaxy etc (please note that this would be the least recommended option due to the limitations of screen size).

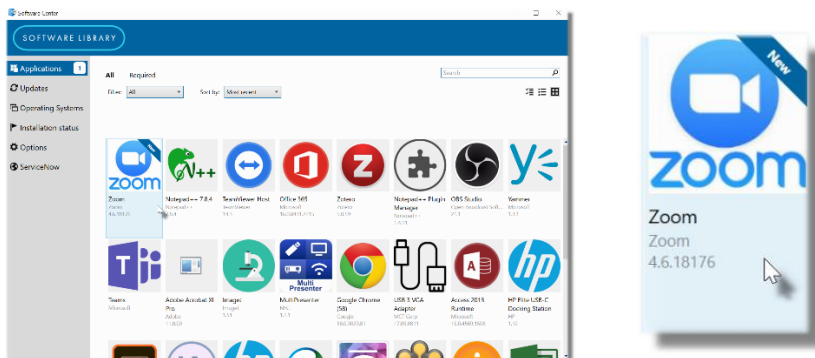
(If you do not have access to any of the above, please contact your recruitment contact to discuss alternative options).

To install Zoom on your NHSBT device

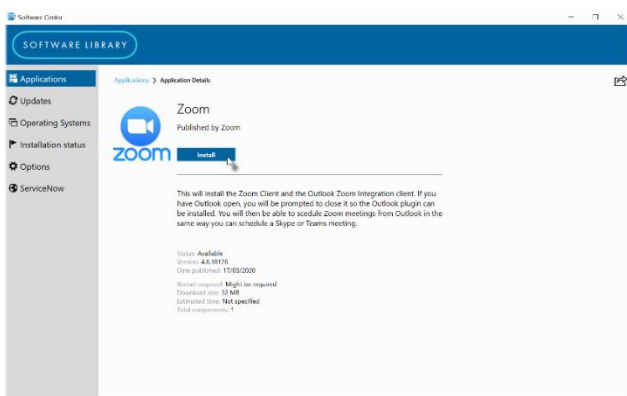
Click the start button, locate and click on the Microsoft System Centre in the menu that will open.



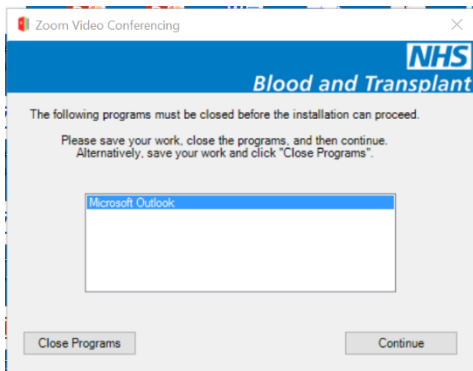
Then select the zoom icon from the app library.



Click the install button and then allow the installation to take place.

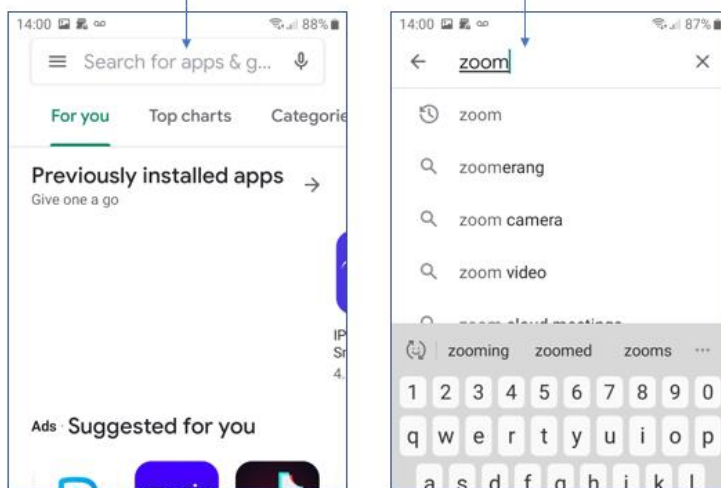


During the installation, if outlook is open, you will see the below message, click the close the programs button.

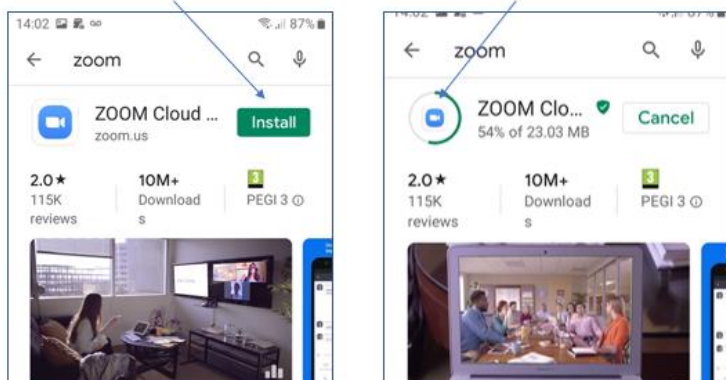


Installing to an Android device

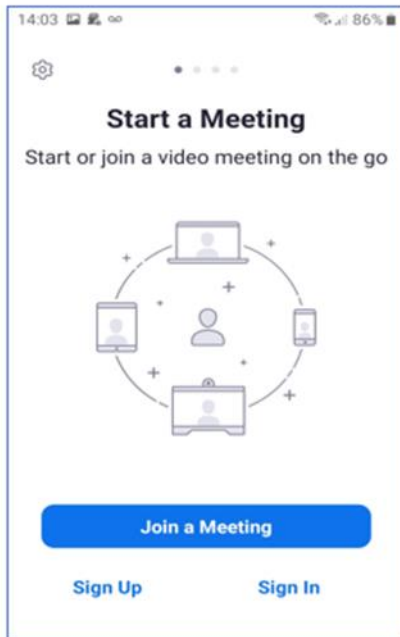
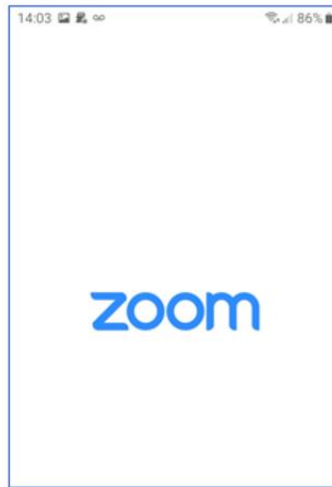
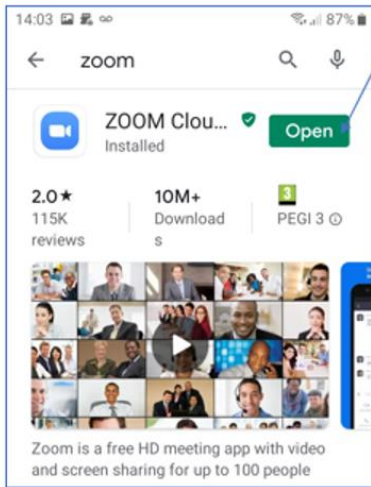
The Play Store will open, type in the word Zoom or the full title Zoom Cloud Meetings.



When the correct application has been identified tap the install button, the application will start to download.



When the application is fully downloaded tap the Open button a zoom screen will display.



The Start Meeting Screen will display, here you will see a number of options

- Join a Meeting
- Sign up
- Sign In

You may need to sign up to create an account to access Zoom.

To do this, open the Zoom app you have installed, click the Sign Up Free link in the bottom right-hand corner.

Zoom Cloud Meetings — □ ×

Sign In

Keep me signed in Sign In

or

🔑 Sign In with SSO

G Sign In with Google

f Sign In with Facebook

< Back[Sign Up Free](#)

This will then take you to the web browser, follow the instructions to create your account.