

PANDUAN Akses Zoom

©2024

Direktorat Pengembangan Teknologi
dan Sistem Informasi



 itsdptsi



its.ac.id/dptsi



DPTSI ITS



servicedesk.its.ac.id

DESKRIPSI

Nama Panduan	: Panduan Akses Zoom
Tujuan Panduan	: Membantu Civitas Akademika ITS dalam Mengakses Zoom
Pengguna Panduan	: Mahasiswa, Dosen, dan Tenaga Kependidikan ITS
Penanggung Jawab	: Layanan Teknologi dan Sistem Informasi, DPTSI-ITS

Panduan Akses Zoom

Panduan akses Zoom terbagi dalam 3 langkah utama sebagai berikut:

01



Masuk SSO

User melakukan sign in ke myITS Portal

02



Cari Zoom

Cari Zoom dan pilih Sign in with myITS SSO.

03



Login menggunakan email dan password myITS

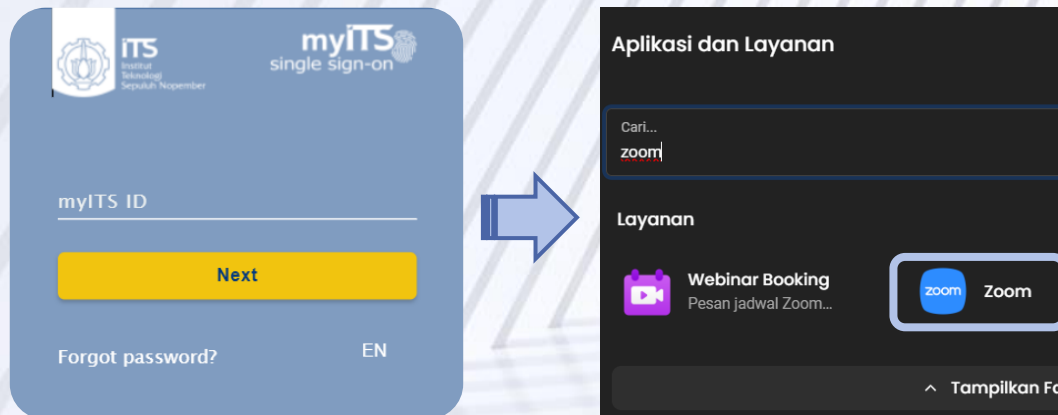
Login menggunakan email dan password myITS

PENTING!

- ▶ **Untuk Dosen dan Tendik :** Bagi dosen dan tenaga kependidikan ITS, pastikan Anda sudah melakukan migrasi email melalui akun.its.ac.id. Dan pastikan email utama di myITS SSO sudah terisi dengan format **[NAMA]@its.ac.id**
- ▶ **Untuk Mahasiswa :** Bagi mahasiswa ITS, pastikan email utama di myITS SSO sudah terisi dengan format **[NRP]@its.ac.id**

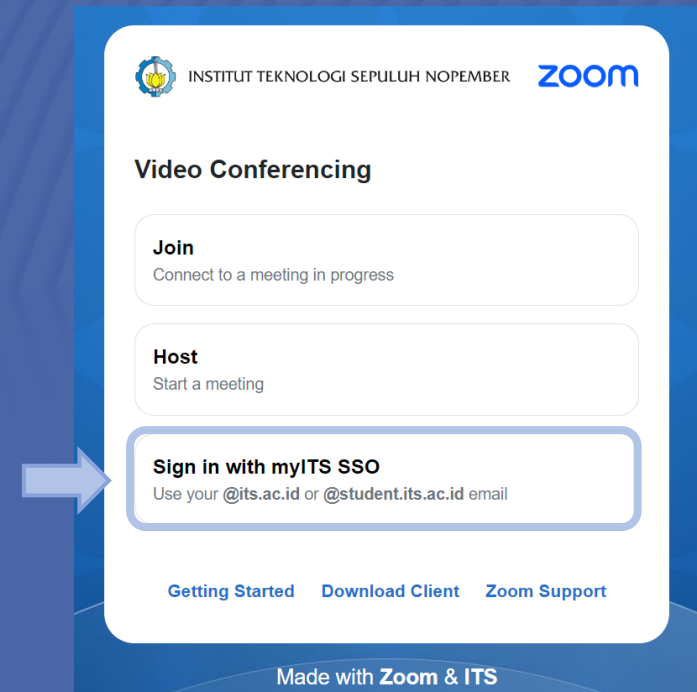
Langkah 1

Buka myITS Portal di portal.its.ac.id dan pilih Zoom.



Langkah 2

Pilih Sign in with myITS SSO.



Langkah 3

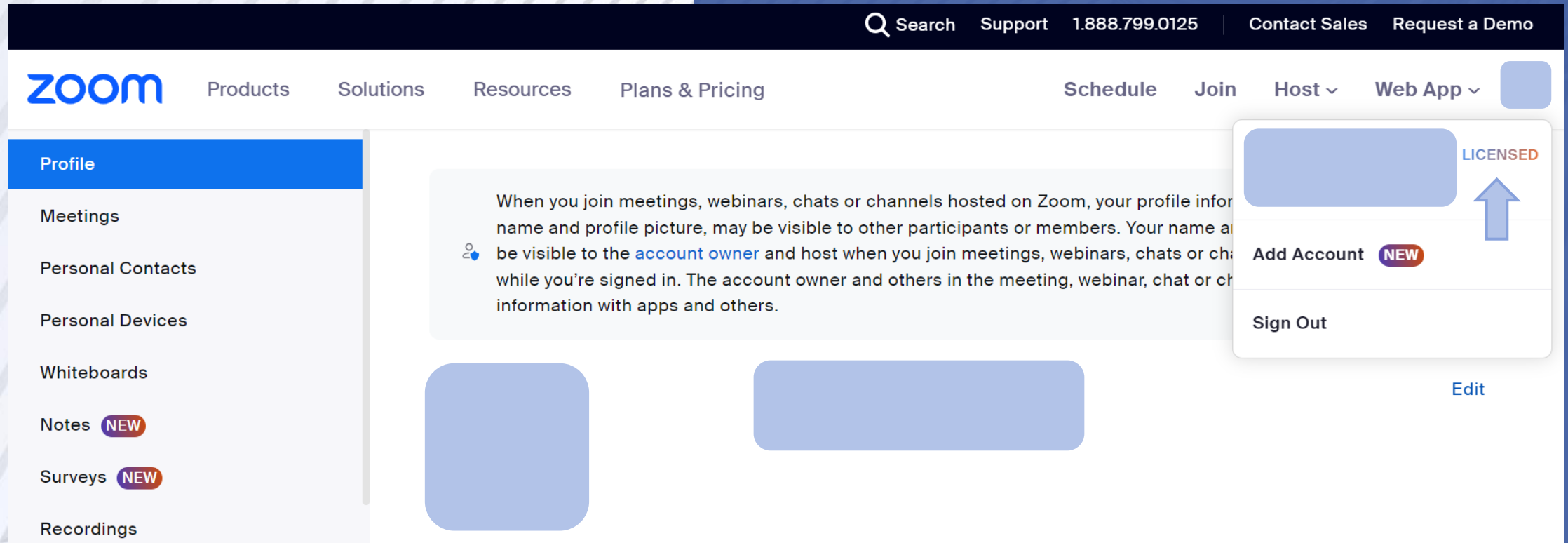
Sign in menggunakan email ITS dan password myITS. Lalu masukkan kode autentikasi.

The image displays two sequential screenshots of the myITS Single Sign-On login process, connected by a blue arrow pointing from left to right.

Left Screenshot: The screen is titled "myITS Single Sign-On". It shows a back arrow, a blue square icon, and the text "@its.ac.id". Below this is the instruction "Enter password" followed by a password input field with seven dots. At the bottom, there is a link: "Use your face, fingerprint, PIN, or security key instead" and a blue "Sign in" button.

Right Screenshot: The screen is also titled "myITS Single Sign-On". It shows the blue square icon and "@its.ac.id". Below this is the instruction "Enter code" followed by a text box containing "123" and the text "Enter the code displayed in the authenticator app on your mobile device". There is a code input field with the text "Code" and a blue "Verify" button. At the bottom, there are two links: "Having trouble? Sign in another way" and "More information".

Klik pada bagian foto profil di pojok kanan atas untuk memeriksa apakah akun sudah berlisensi. Jika tertulis LICENSED, maka akun zoom sudah berlisensi.



The screenshot shows the Zoom user interface. At the top, there is a navigation bar with 'Search', 'Support', '1.888.799.0125', 'Contact Sales', and 'Request a Demo'. Below this is the Zoom logo and main navigation links: 'Products', 'Solutions', 'Resources', 'Plans & Pricing', 'Schedule', 'Join', 'Host', and 'Web App'. On the left, a sidebar menu lists 'Profile', 'Meetings', 'Personal Contacts', 'Personal Devices', 'Whiteboards', 'Notes', 'Surveys', and 'Recordings'. The 'Profile' section is active. The main content area displays a message about profile visibility and a profile picture placeholder. A dropdown menu is open over the profile picture, showing 'LICENSED' in red text, 'Add Account' with a 'NEW' badge, and 'Sign Out'. An 'Edit' link is visible at the bottom right of the profile area.

Kontak Layanan

Jika ada pertanyaan lebih lanjut seputar panduan ini, silahkan menghubungi kontak di bawah ini:

**Layanan keluhan
dan permintaan**

:

Create ticket di servicedesk.its.ac.id dan ditujukan ke Direktorat Pengembangan Teknologi dan Sistem Informasi