

# Zoom for Government – Quick Guide

Date: Apr-30-2021 Ver: 1.3

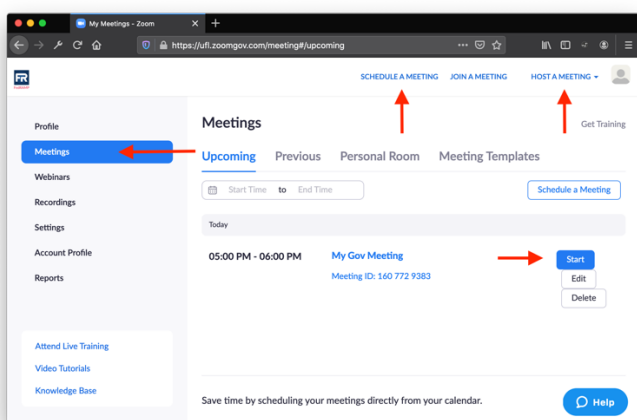
You need a **Zoom-Gov account to host** FedRAMP compliant Zoom meetings, but **not to participate** in them.

Request a Zoom-Gov Account at: <https://video.ufl.edu/request-service/zoom-gov/>

There are **two main workflows** for using Zoom-Edu and Zoom-Gov

## Method #1: Web Portal (Recommended)

**Zoom client** always **signed-in ufl.zoom.us**, while the **ufl.ZoomGov.com web portal** is used to **schedule and launch all Zoom-Gov meetings**.



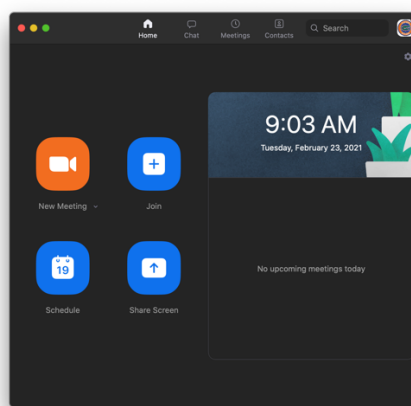
### Using the Zoom-Gov Portal

1. Use your web browser to **sign-in to** <https://ufl.zoomgov.com/>
  - Select *'Schedule a Meeting'* to setup a **new** meeting.
  - Select *'Meetings'* to find and launch **previously scheduled** meetings.
  - Select *'Host a Meeting'* to start an **instant** meeting

**To start** scheduled **Zoom-Gov meetings** as the host, you must first use your browser to **sign-in to ufl.zoomgov.com** (otherwise you may still use the Zoom-Gov Host Key located in your [profile page](#)).

## Method #2: Client Switching

User signs-in with their Zoom client to either **ufl.zoom.us** or **ufl.zoomgov.com** as needed.\*



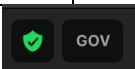
### Using the client:

Use the Client **'Switch Account'** or **'Sign Out'** option from the pull down **menu** to switch between the Edu (ufl.zoom.us) and Gov (ufl.zoomgov.com) sites.

Note: Your presence will show **'offline'** for the site you're not signed into.

\*Method #2 is only available after hosting a meeting via the Web Portal via Method #1.

To verify the meeting is hosted in Zoom-Gov



look for the GOV icon in the Zoom meeting