Sheppard Pratt

Connecting to ZOOM via SSO

Information Technology

May 2022

Introduction

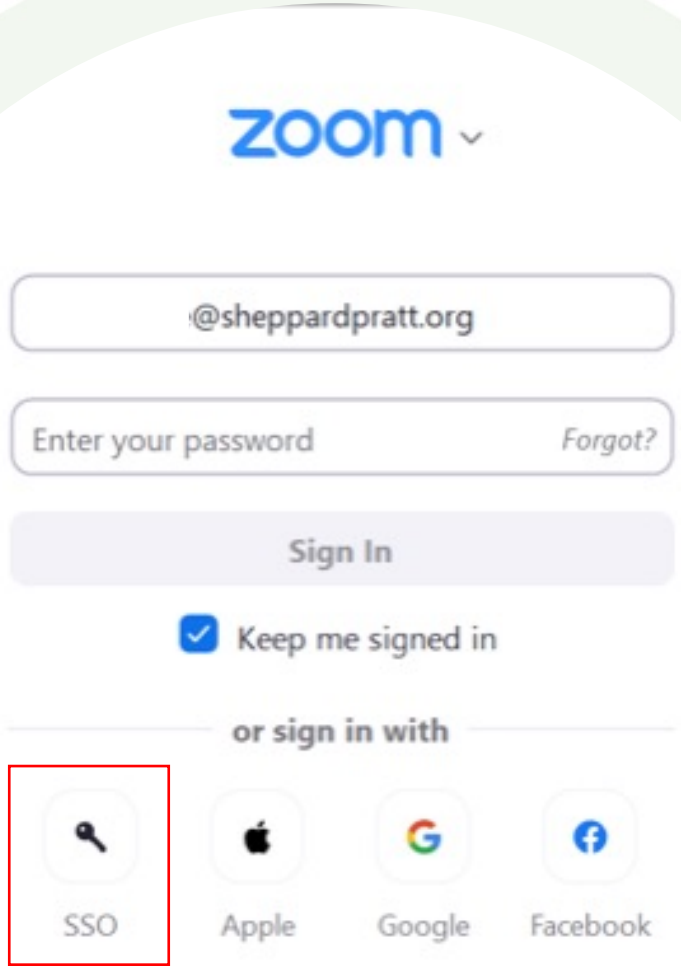
Single Sign-On has been enabled for Sheppard Pratt employees to streamline access Zoom meetings and chat. This new feature will allow our staff to login to the Zoom desktop application, mobile device app, or browser session using the same username/password as used with Office 365.

Most users will not have to provide credentials when accessing Zoom from a Sheppard Pratt issued laptop or desktop.

Logging in with SSO from the Zoom application

Launch the Zoom application. If the application automatically logs you in because you set it to remember your password, logout.

Click the SSO login button from the main application screen.



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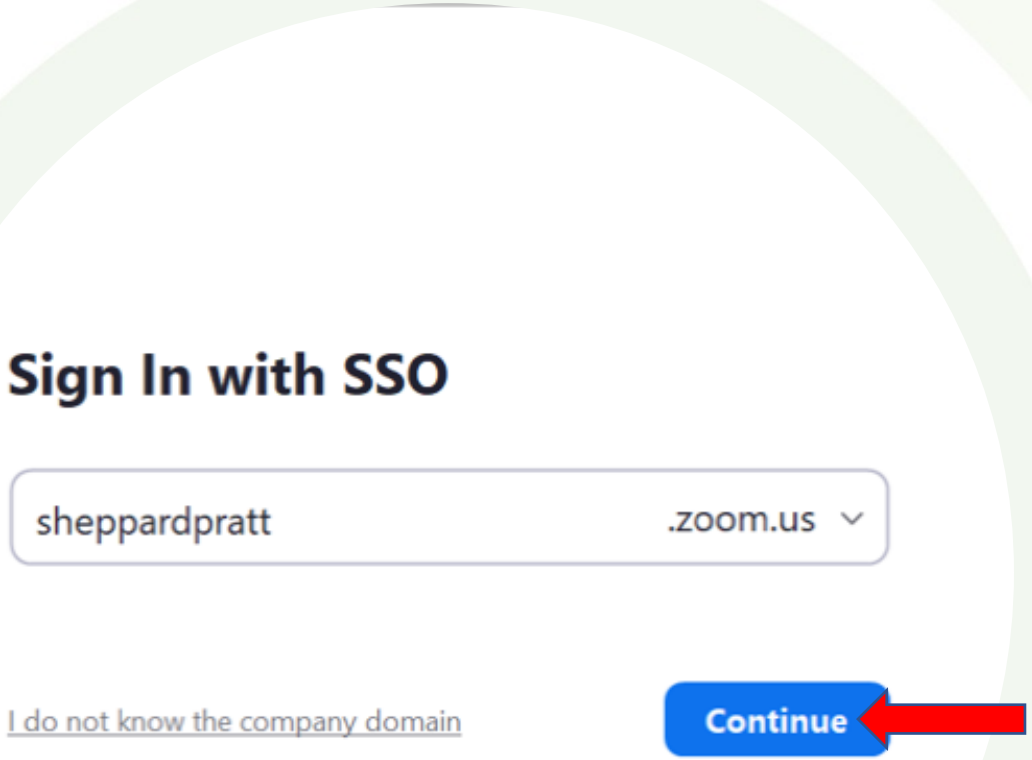
Logging in with SSO from the Zoom application

When prompted to **Sign In with SSO** enter

sheppardpratt.zoom.us

Click **Continue**



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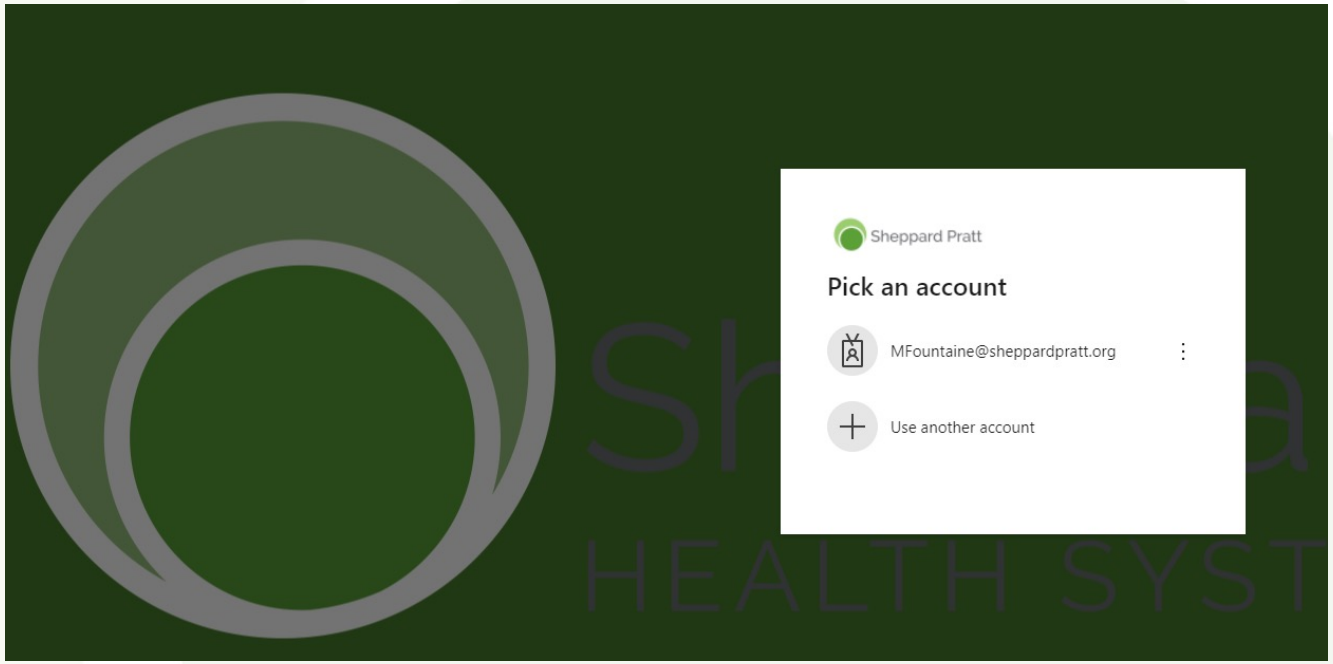
Logging in with SSO from the Zoom application

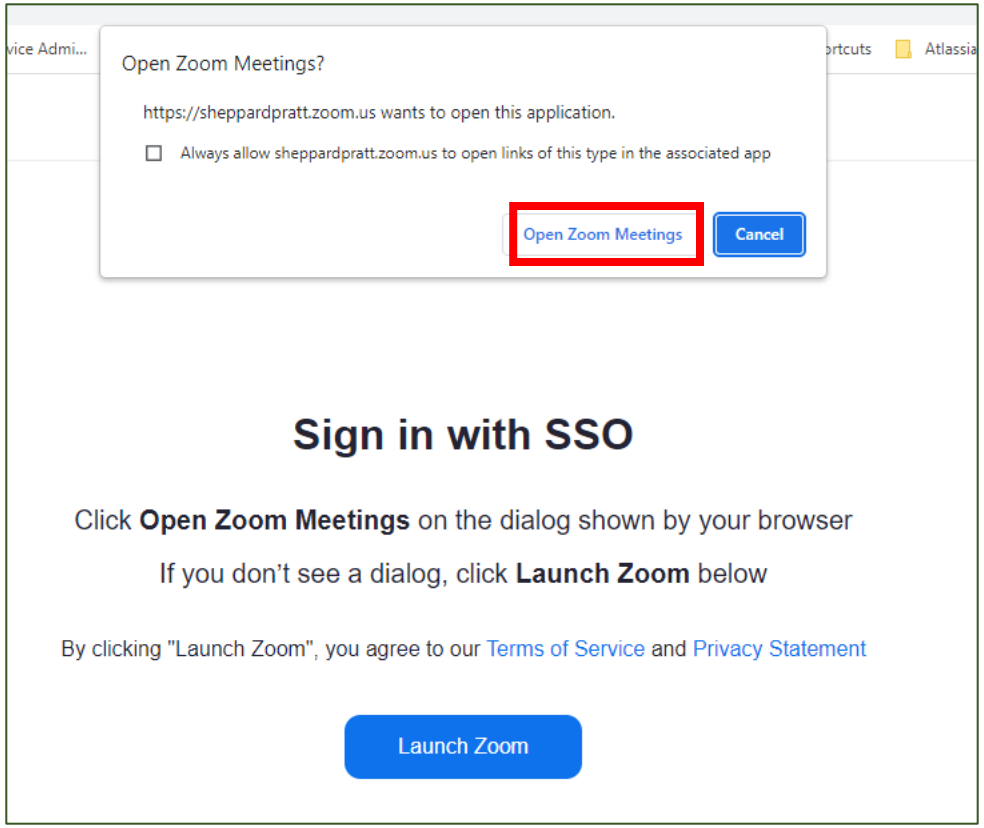
- Your web browser will open and prompt you to provide Office 365 credentials. If you already logged into Office 365, you will be prompted

- Select your username and provide the associated password. You may be asked for multifactor authentication.



Logging in with SSO from the Zoom application

- You will be prompted to **Open Zoom Meetings**.



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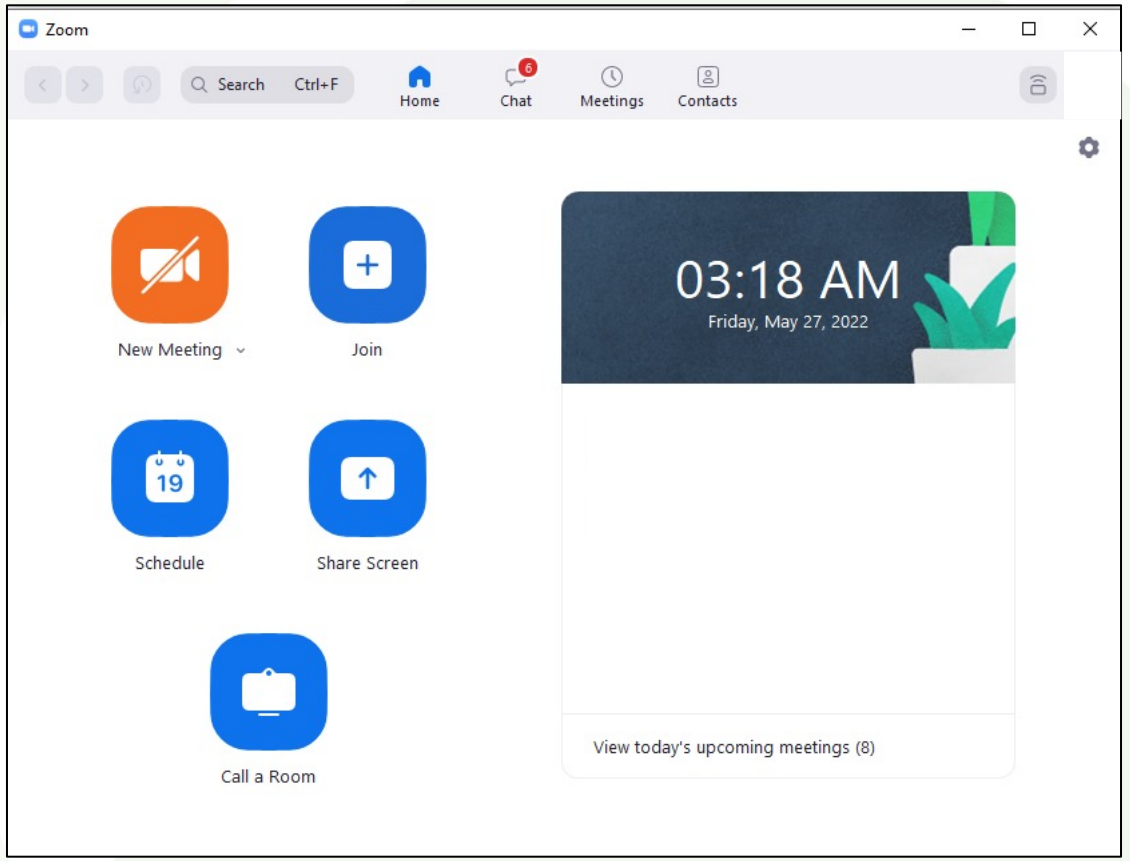
Logging in with SSO from the Zoom application

- Your Zoom application will now present as it normally does to:
  - Start a meeting
  - Join a meeting
  - Join a Chat



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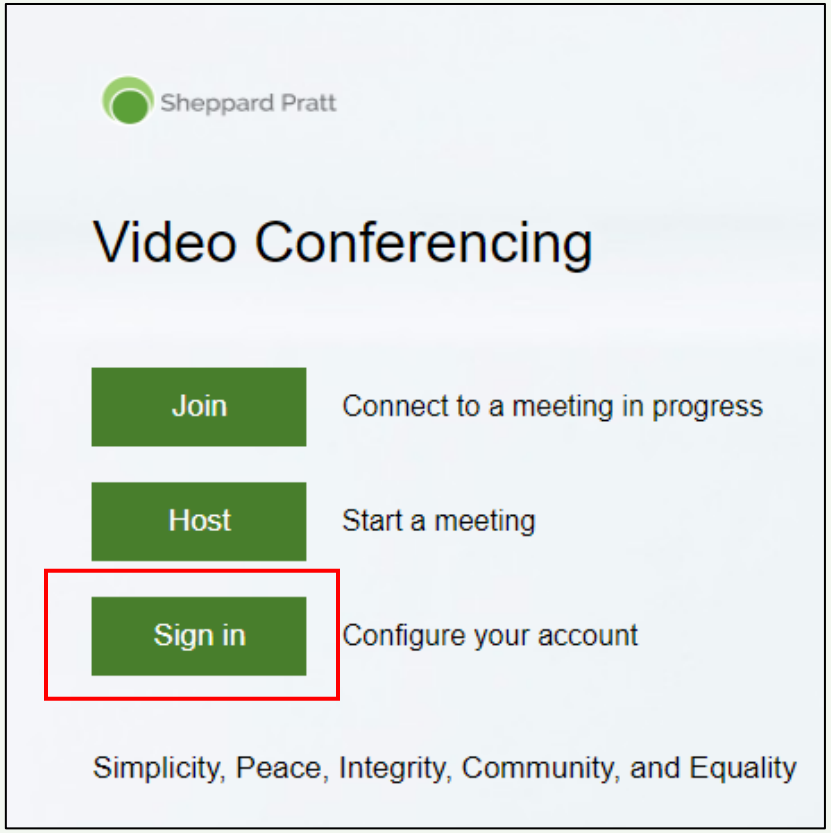
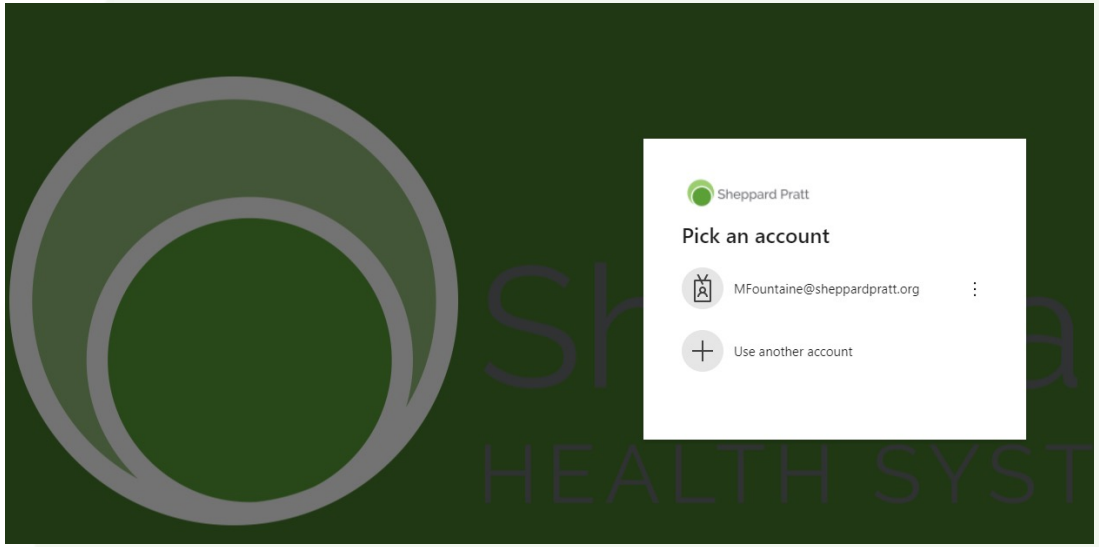
Logging in with SSO from a web browser

- Launch your web browser and visit: https://sheppardpratt.zoom.us/
- Choose the option: **Sign in**



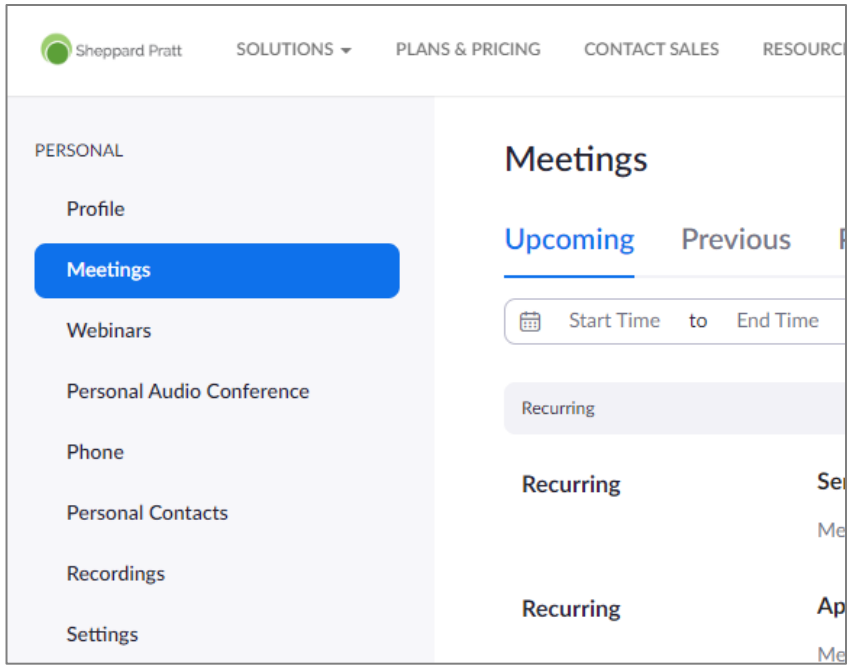
Logging in with SSO from a web browser

- If you have not already logged into Office 365, you will be prompted to login.
- Select your username and provide the associated password. You may be asked for multifactor authentication.



Logging in with SSO from a web browser

- If you have not already logged into Office 365, you will be prompted to login.
- Your browser will be redirected to your Zoom Profile or Meeting page.



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