

To install your Zoom on your VBOT account and complete the integration, you have to go to your top right, drop down under settings and navigate to integrations.

On this page you're going to see the zoom option so you need to click on that.

This is going to open up your connection preferences Now choose on connect to.

zoom and this is going to redirect you to your zoom account There is this.

authentication process that you're going to see it telling you exactly what we're trying to access and please note that you need to have a valid webinar license with Zoom in order for this to work And once you see this make sure you read it.

and you approve that process and once the approval is complete you can go all the way to the bottom here and just click on approve for authorize And that's all.

you need for your connection and once that is complete you're going to see the settings option If I click on settings you have an option to create.

the VBOT list with each webinar This is where we're going to be synchronizing.

all the registrations and attendees and the other option here which you'll see is add all attendees from webinars to a default contact list So you can choose.

one master list or my personal preference is to create a new list for each event There's also an additional option here to add a contact tag on the.

profile with the name of the webinar This will help you with segmentation,.

lead scoring and a whole bunch of other stuff So I highly recommend you keep.

that on and submit Now note if you ever need to modify these all you have to do.

go back to your drop-down integrations You're going to see the option here for.

Zoom which shows you the settings option to control If you'd like to.

disconnect your Zoom preferences or unlink it from your account all you need to do is click on Zoom again, choose the unlink option which is loading and that will remove all your activities and all your credentials from Zoom of Zoom from your VBOT account And of course another option here on your Zoom marketplace.

you're going to navigate to your marketplace installed apps and from this screen you're going to revoke access if you'd like to do it from both ends.

There's an uninstall option That's all you need to create the connection Now to.

synchronize all the activities all I need to do is go into host a meeting or schedule a meeting I'm going to choose my webinar option because this is the.

solution is for webinar schedule a webinar I'm just gonna call it test.

webinar You can give it some description the date of the event let's just do.

something tomorrow and as you scroll down you're gonna see some additional options I would choose registration required and finally you can go ahead and.

schedule it Now that creates obviously a page which you can send to people to.

register So if I go ahead and click on this page and visit here I'm gonna be.

able to register for this event Now before I do that let me go ahead and.

check my list because usually this cron runs every hour or every minute I'm sorry and I'm gonna see my list showing up on here very soon While this is.

happening I'm going to add myself to that list Here we go this is the test.

webinar beautiful and I'm gonna sign up Again the cron runs every minute so that.

means it might take up to a minute to see the registration and my information should be added to this contact list And here we go the list actually got.

populated with my registration so my contact is already on the system I can.

click on it to see the attendees and I can easily see right here when I go inside my profile that I am I joined the zoom webinar or at least I registered at this point Now the moment I attend the webinar in the future I'm gonna have.

some additional information here such as the day I attended and how long I intended the webinar Now from here you can go ahead and create automations for.

my sign up to receive follow-up emails I can do some segmentation I can do.

lead assignment there's a bunch of things you can do as soon as my information has been sent back to the platform So this is how you can integrate.

your zoom with a VBOT hopefully this was helpful.