

# Table of Contents

## Partner Enablement - Zoom > Partner docs for Zoom App Marketplace

<a href="#">Zoom App Marketplace - Manage OutboxAG - Voice as a Service application</a> .....	2
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# Zoom App Marketplace - Manage Outbox AG - Voice as a Service application

## Summary

Integrate Zoom with The Portal to use Zoom as your Unified Communications solution.

## How to

### Install

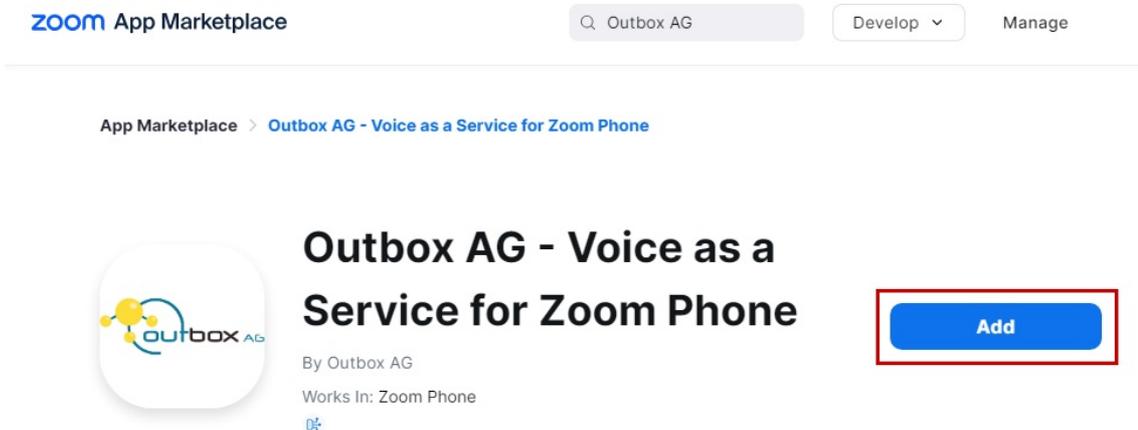
You'll install the app from the Zoom App Marketplace and then verify your account within The Portal.

### Install the app

1. Go to the [Zoom App Marketplace](#).
2. Enter your app name in the search bar.



3. Select the app you want to install to open the app page.
4. Click **Add** to add the app to your Zoom instance.

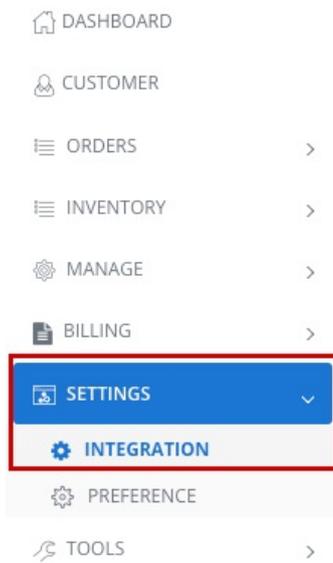


5. Choose the specific users you want to allow to access this app, or select **All users**.
6. Click **Add** to complete the installation.

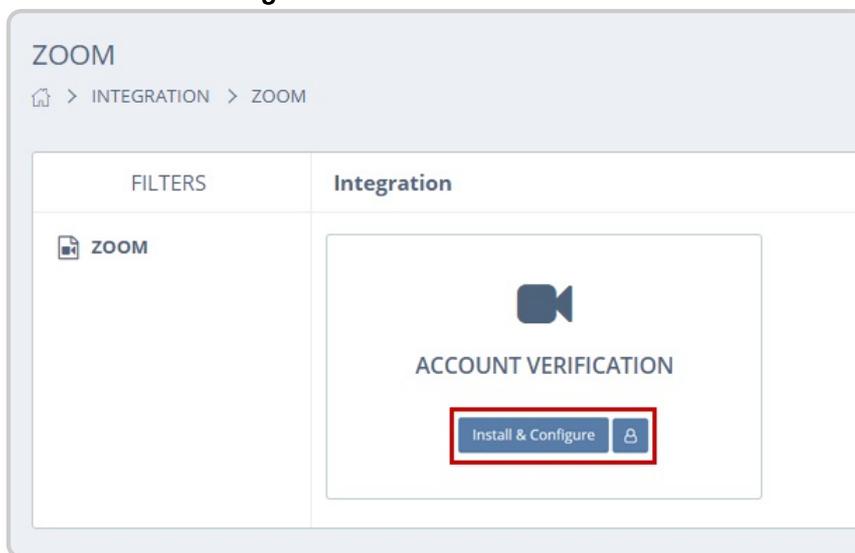
### Verify your account

Verify your account within The Portal to complete the Zoom app installation.

1. Log in to The Portal.
2. In the sidebar menu, select **Settings > Integration**.

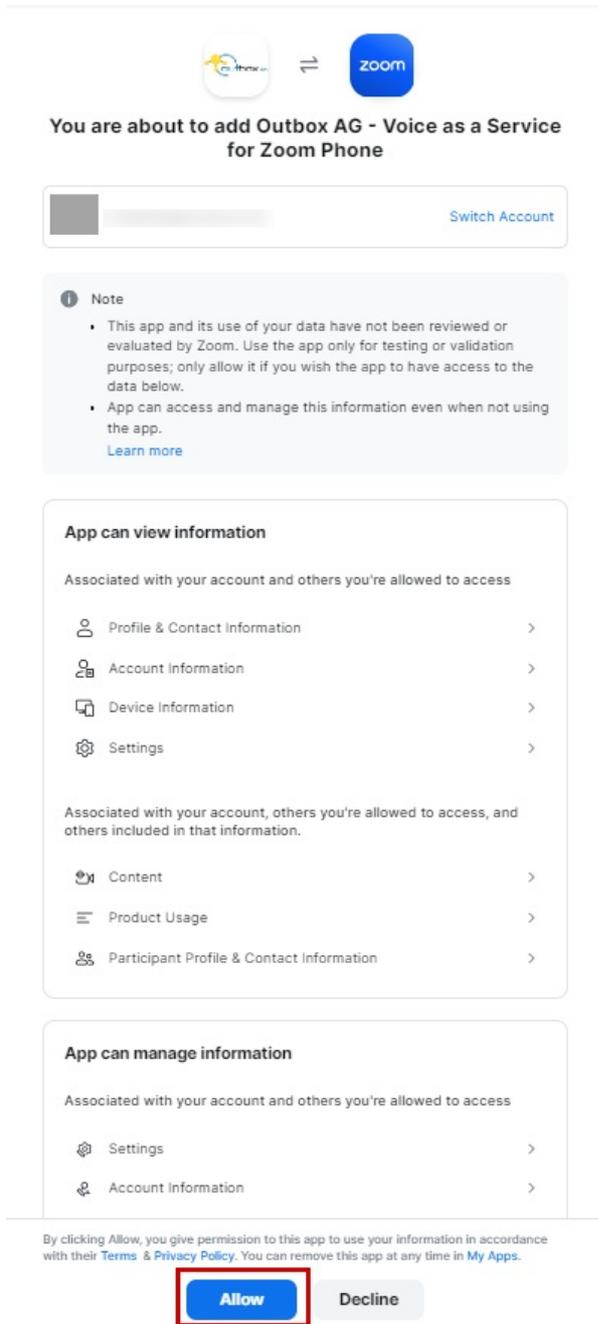


3. Click **Install & Configure**.

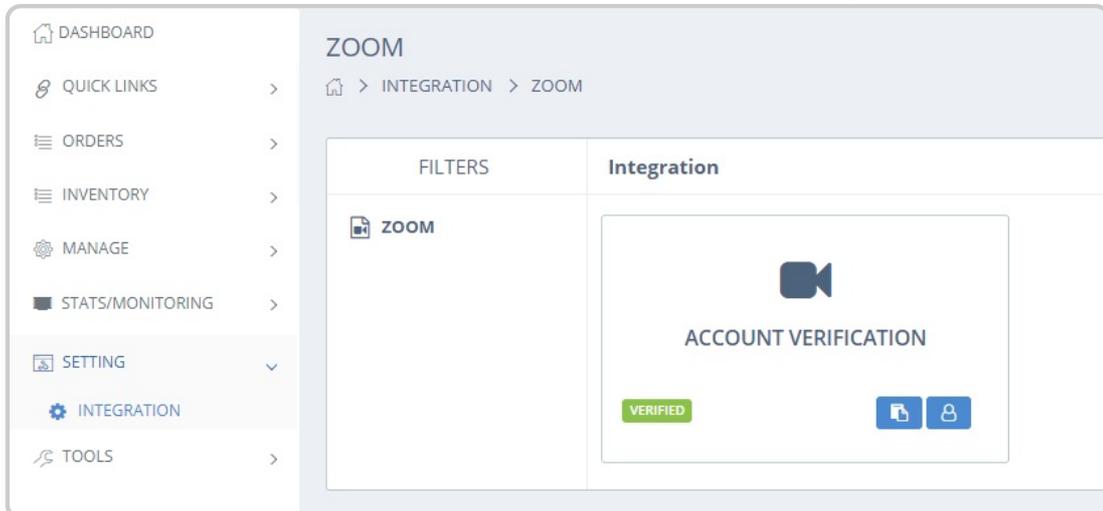


4. A new tab opens for you to authorize the application.

1. Review the settings.
2. Click **Allow**.



5. The Portal refreshes. An authorization code auto-populates under the green VERIFIED badge.



6. Your account is now active. Ordering or uploading numbers and provisioning options are now available for Zoom.

## Remove

If you no longer wish to use Zoom Phone with your Portal, you can remove it from Zoom. First, you must unassign and port numbers before removing the app.

### Unassign and port numbers

1. Contact your Portal support team. Let them know you want to remove Portal access to your Zoom account.
2. Schedule porting for any phone numbers you need to continue to own.

**Porting requires multiple documents and has strict timelines that must be met before you can remove the app.**

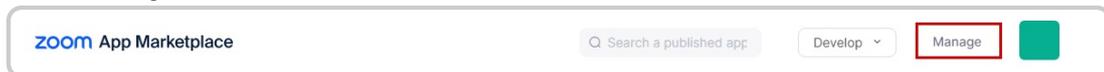
3. Unassign any phone numbers currently assigned to users, call queues, the auto-receptionist, etc.

**Note:** You may need to wait until the day of your scheduled port before unassigning numbers to avoid downtime.

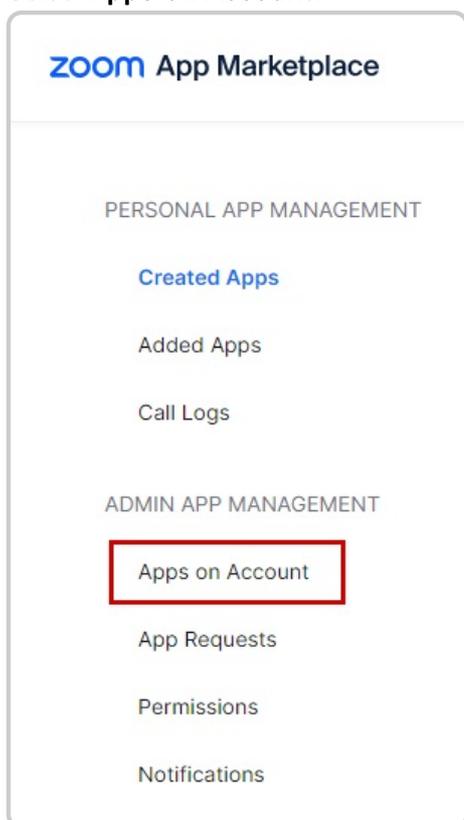
Once all numbers have been unassigned and ported, you can remove the app from the Zoom App Marketplace.

### Remove the app

1. Go to the [Zoom App Marketplace](#).
2. Click **Manage**.



3. Select **Apps on Account**.



4. Find the app you want to remove.

5. Click the **Remove** button.

Your Zoom account has been disconnected and removed from your Portal account.