

Adobe Connect and Zoom comparison chart

Task/feature	In Adobe Connect	In Zoom
Joining a meeting		
Joining a meeting from my computer	Click the meeting link or copy/paste the link to join from a web browser. Install the Adobe Connect Add-in for screen sharing.	Click the meeting link or copy/paste the link to join from a web browser. Install the Zoom application to join from the Zoom client on the desktop.
Joining a meeting from a mobile device	Use the Connect app.	Use the Zoom mobile app.
Joining a meeting from a videoconferencing room	Adobe Connect will not connect directly to videoconferencing equipment	Use the H323 information provided in the invitation to connect from a room system.
Scheduling a meeting and inviting participants		
Creating a new meeting	Schedule a meeting on the Adobe Connect website	Schedule a one-time or recurring meeting on the Zoom website, through the desktop client, in the mobile app or in your calendar using Zoom the plugin.
Inviting participants	Send email with a link to the meeting room, or invite participants through Adobe Connect.	Send email or IM with a link to the meeting room, or invite participants from a live Zoom meeting
Adding a telephone connection	Not supported at this time.	Call into a Zoom meeting using the dial-in information in the meeting invitation.
Hosting a meeting		
Setting up audio and video	Use the Audio Setup Wizard.	Use the meeting controls in the rollover menu at the bottom of the Zoom window.
Sharing a document or file in a meeting	Use the File pod.	Use in-meeting file transfer.
Breaking meeting participants into groups	Use breakout rooms from the Attendees pod to split meeting participants into separate sessions.	Use breakout rooms to split meeting participants into separate sessions.

Polling	Use the Poll pod to create questions or polls for participants and to view the results.	Activate polling in your meeting settings. You can create polls in advance or during a live meeting.
Sharing a presentation or desktop	Upload a presentation or share a specific window or your desktop.	Share a presentation, a specific window, or your desktop.
Managing attendees	Use the Attendees pod.	Manage up to 100 attendees in a meeting from the rollover menu at the bottom of the Zoom window.
Recording and storing meetings	Record a meeting to the Adobe Connect server	Record a meeting to your desktop.
Meeting features		
Whiteboard	Share a whiteboard from a Share pod.	Share a whiteboard from the "Share Screen".
Annotation	Collaboratively annotate during screen sharing with permission from the meeting host.	Collaboratively annotate during screen sharing; the meeting host can disable this feature.
Chat	Use the Chat pod to communicate with other attendees while a meeting is in progress.	Use the Chat feature to communicate with other attendees while a meeting is in progress.
Posting and taking notes	Use the Notes pod to share notes with participants.	Use a third party application.
Sharing a link	Post a link in the Web Links pod.	Post a link in the Zoom in-meeting chat.
Setting up room layouts	Set up room layout templates for different activities or meeting types	Set up your desktop layout and share your desktop; you can position Zoom windows as necessary on the desktop using a meeting setting.

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