

Zoom-Getting Started for Students



Joining a Zoom Meeting

1.) Navigate to your course in Canvas. Click on 'Zoom' in the course menu.

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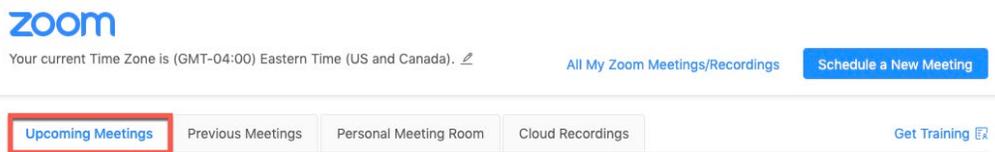
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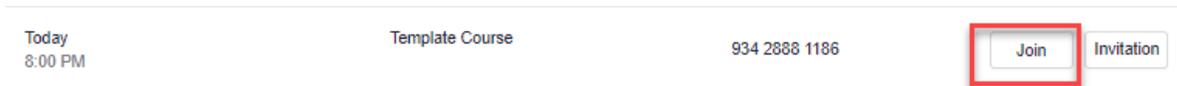
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2.) Find the meeting in the 'Upcoming Meetings' Tab.



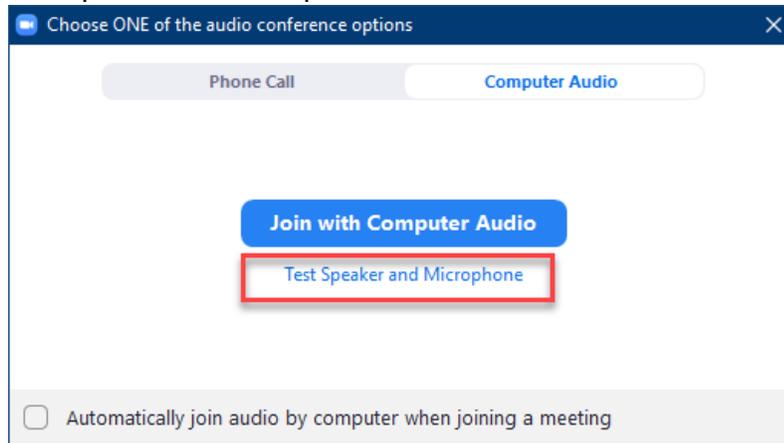
3.) Click the 'Join' next to the meeting you would like to join.



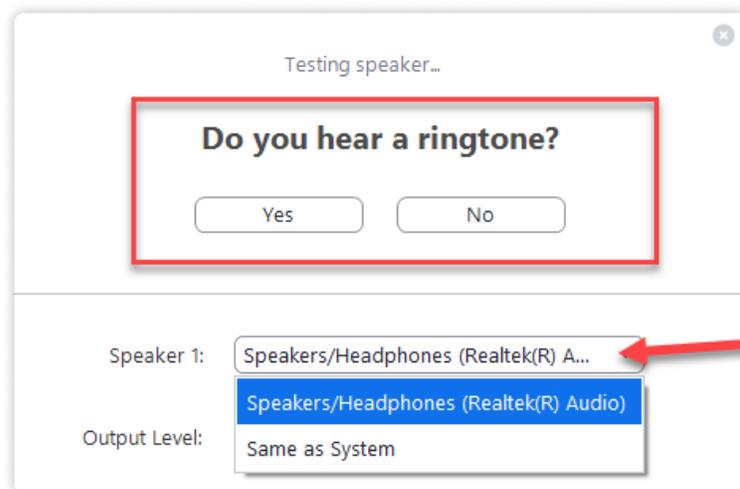
Note: There is a one-time download to access Zoom. Zoom will prompt you to Save the Download and open. A default message will appear prior to entering the meeting room. Click "Agree" to enter the meeting room. The meeting will then begin.

Setting up Audio and Video

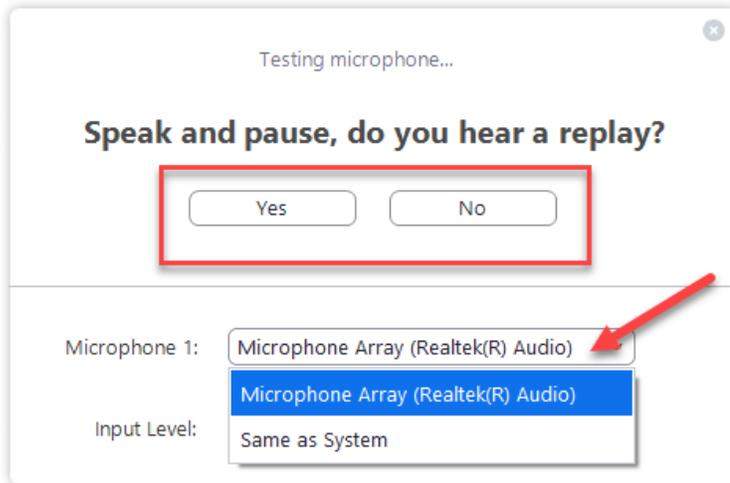
1. Click 'Test Speaker and Microphone'.



2. The meeting will display a pop-up window to test your speakers. If you don't hear a ringtone, use the drop-down menu or click **No** to switch speakers until you hear the ringtone. Click **Yes** to continue to the microphone test.



3. Speak into the microphone. If you don't hear audio replay, use the drop-down menu or click **No** to switch microphones until you hear the reply. Click **Yes** when you hear the replay.

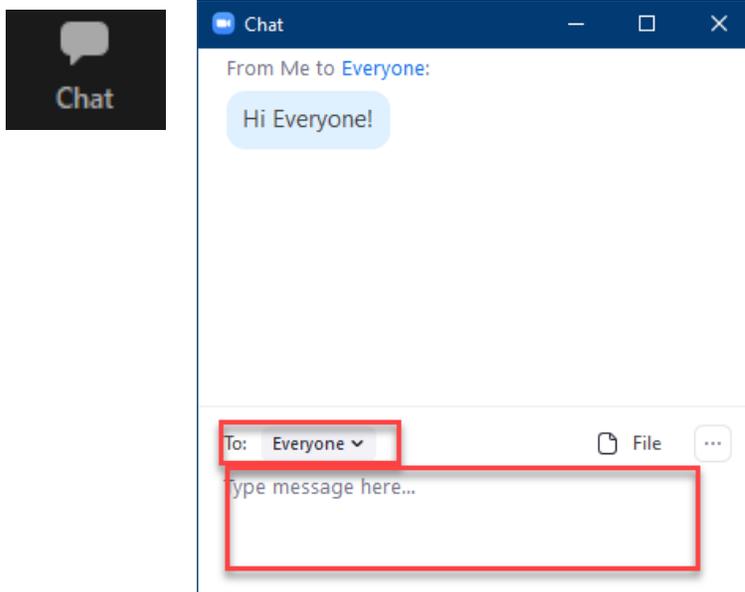


4. Click 'Join with Computer Audio'
5. Unmute your microphone and camera with the icons in the lower left corner.



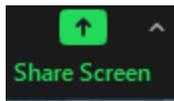
Chatting in Zoom

1. To start Chatting with Everyone or Privately, you will click 'Chat' in the toolbar. This will display the chat box where you can choose to chat with other participants.

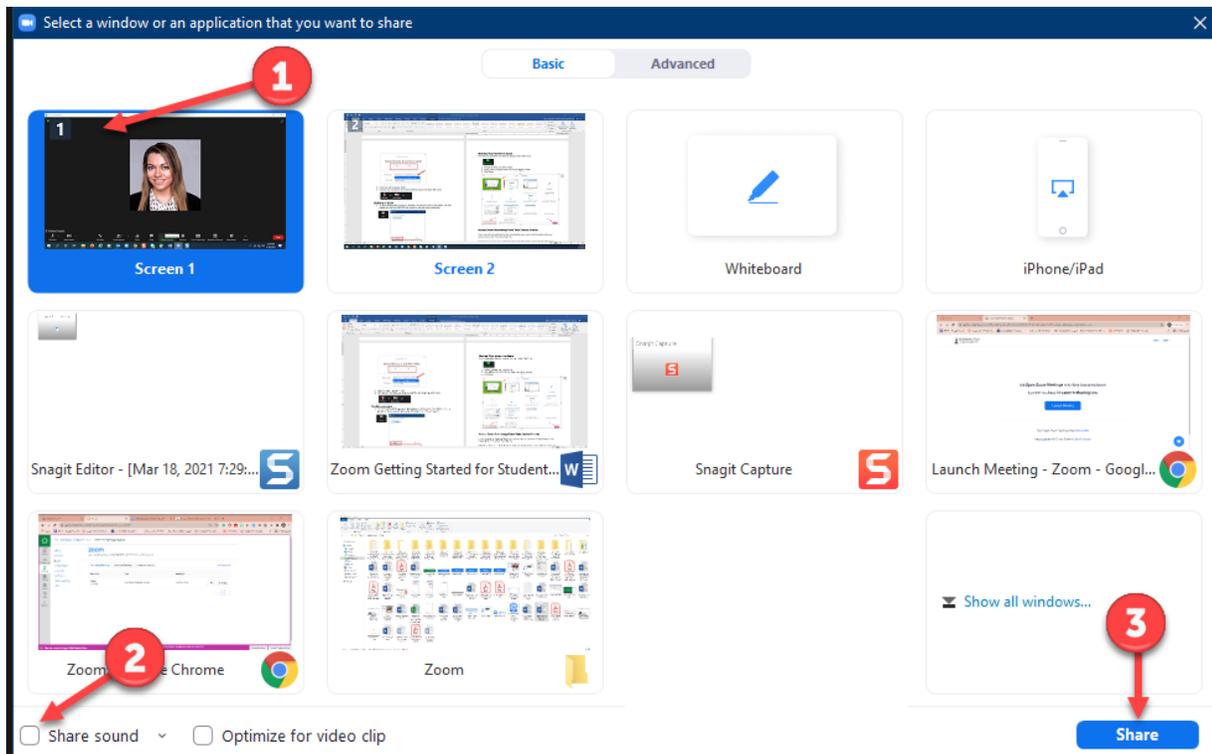


Sharing Your Screen in Zoom

The host and attendees can share by clicking on the 'Share' icon.



1. Choose the item you wish to share.
2. Check 'Share Computer Sound' if you are playing a video
3. Click Share.



Access Zoom Recordings from Your Canvas Course

If your Instructor has published the Zoom recording from your course, it will be located within your Canvas Course in the "Cloud Recordings" tab.

Navigate to your Canvas course, select Zoom, then "Cloud Recordings". Click on the title of the Zoom Meeting listed in blue.

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From To Search By

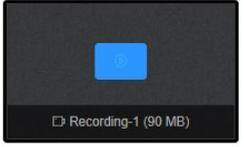
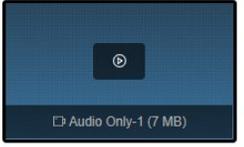
Topic	ID	Start Time
Template Course	942 4178 0163	Jan 7,2021 15:53

< 1 >

To access the recording click the play button in the “Recording” box. This will open the recording and the transcript from the meeting in a second window. Click play in the lower left corner to play the recording.

[Course Recordings](#) > Recording Details

Template Course
Jan 7,2021 3:53 PM Eastern Time (US and Canada) ID: 942 4178 0163

	
From 2021-01-07 15:53:38 To 2021-01-07 16:01:09	From 2021-01-07 15:53:38 To 2021-01-07 16:01:09