

GETTING STARTED WITH ZOOM

Step 1 – Enable Zoom Within Canvas

Please note: This needs to be done in EACH Canvas course.

1. In Course Navigation, click the **Settings** link.
2. Click the **Navigation** tab.
3. In the list of course navigation menu options, select the **Zoom** option and drag it to the top group. This will make it visible in your navigation.
4. Click the **Save** button.

Step 2 – Creating and/or Activating Zoom Account

1. Click on **Zoom** which is now in the left navigation bar.
2. You will be prompted to create an account. Select **Sign Up With Password** and create your account. Once completed, the Zoom link in Canvas will now display the Zoom interface.
3. If you receive an error, email TLC@midland.edu so we can activate your account (this step also applies to non-Canvas instructors).

We strongly encourage using the Zoom desktop client when running Zoom meetings (as opposed to running the meeting in a browser). You can download the desktop client here:

<https://zoom.us/download>

Here is additional information on Using Zoom within Canvas:

- [TLC Zoom Session Recording from In-Service Week \(video\)](#)
- [Using Zoom in Canvas Knowledge Base](#)
- [Enabling and Navigating Zoom in Canvas \(video\)](#)
- [Zoom Meeting Controls](#)
- [Zoom Breakout Rooms \(video\)](#)
- [General Zoom Training & Resource Guide](#)

