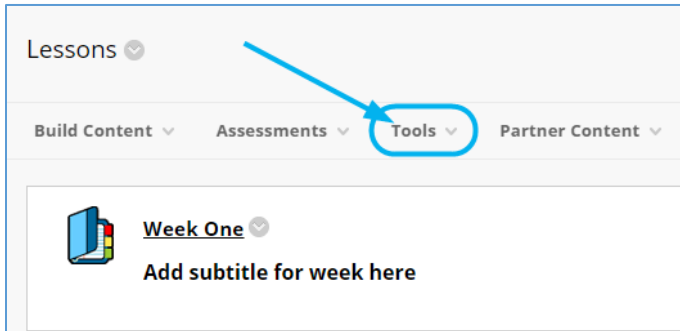


## Adding Zoom to a Bb Course

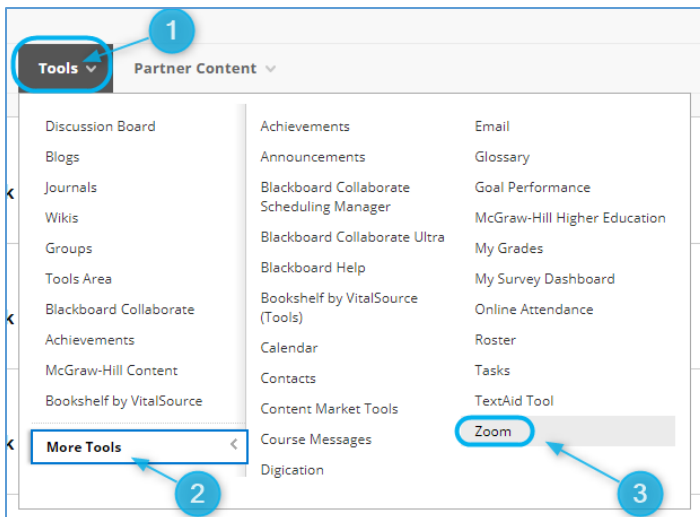
Zoom allows you to hold live, virtual meetings with your students. This can include class meetings and office hours.

### Directions:

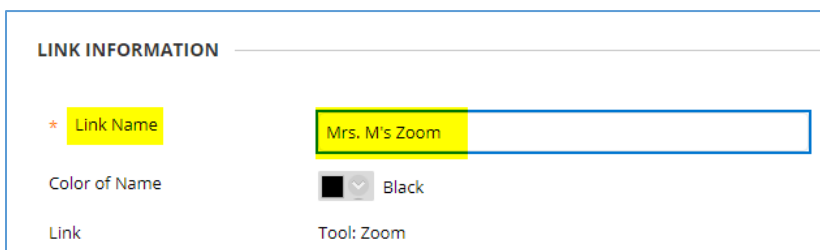
1. Open Blackboard and navigate to the **Lessons** page of the course where you want to add Zoom. Click on the **Tools** option at the top.



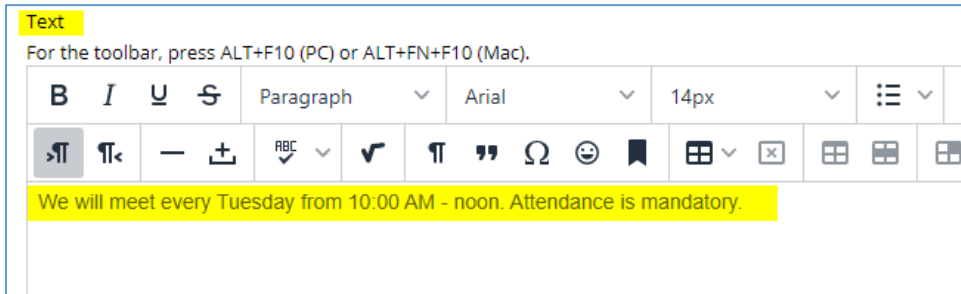
2. At the bottom of the list, click **More Tools**, then choose **Zoom**, from the right column.



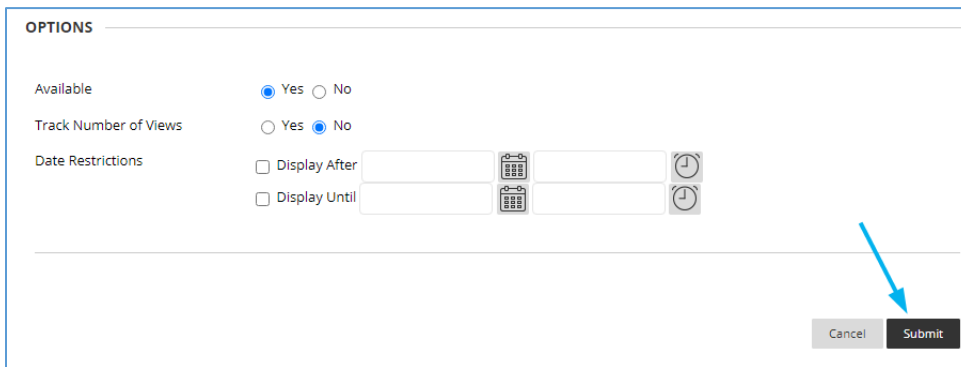
3. If you want to change the name of the link, change it in the first box.

A screenshot of the 'LINK INFORMATION' form in Blackboard. The form has three sections: 'Link Name', 'Color of Name', and 'Link'. The 'Link Name' section has a text input field containing 'Mrs. M's Zoom'. The 'Color of Name' section has a dropdown menu set to 'Black'. The 'Link' section has a text input field containing 'Tool: Zoom'.

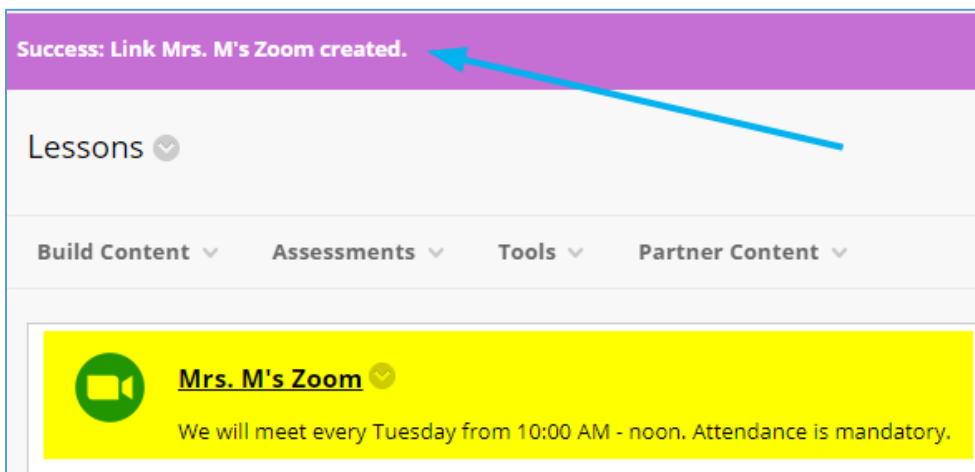
4. Add information or a description to the **Text** box. This is a good place to remind students how the virtual meetings will be conducted.




5. If you want to change the other options you can, otherwise, **Submit**.



6. Once you submit, the Zoom link will appear at the bottom of the Lessons page. You can move it where you want it to appear on the screen. Our recommendation would be to move it to the top.



 End of Adding Zoom to a Blackboard Course.