
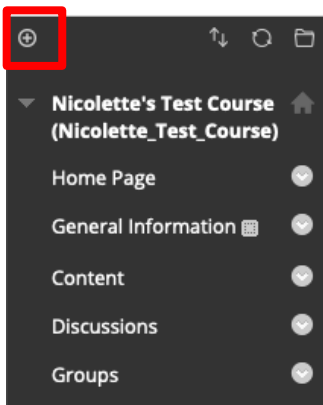


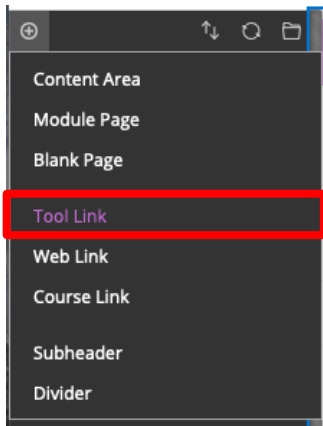


## ZOOM MEETING TOOL – BLACKBOARD INTEGRATION

1. **BEGIN** by opening a Firefox Browser 
2. Sign in to Blackboard at: <https://blackboard.liu.edu/>
3. Open the course where you would like to add Zoom.
4. Hover over the “+” icon on the upper left corner of your course.



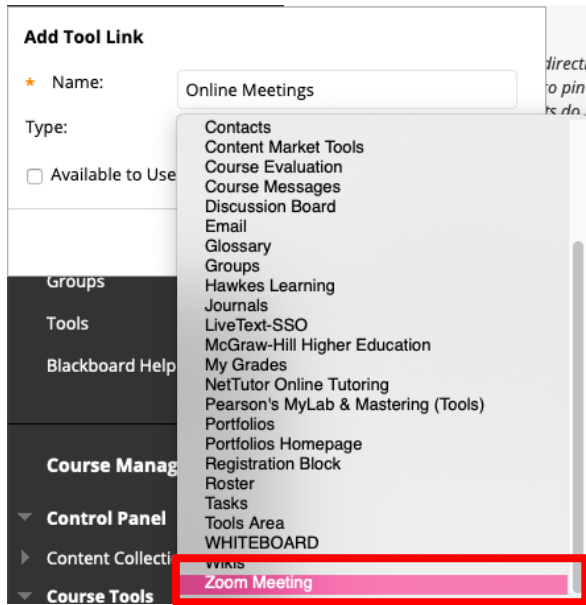
5. Select “Tool Link” from the drop-down options.



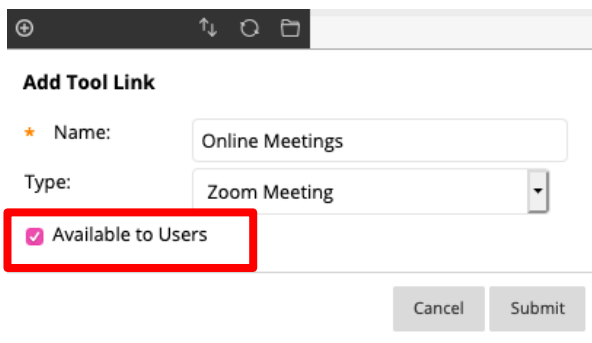
6. **Name:** Enter the title you would like displayed for the Zoom link in your course navigation.

A screenshot of the 'Add Tool Link' form. The form has a title 'Add Tool Link' and a star icon. The 'Name' field is highlighted with a red box and contains the text 'Online Meetings'. The 'Type' dropdown menu is set to 'Announcements'. There is a checkbox for 'Available to Users' which is unchecked. At the bottom of the form are 'Cancel' and 'Submit' buttons.

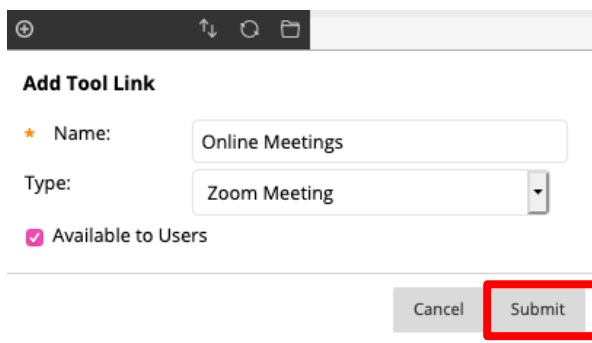
7. **Type:** Select the "Zoom Meeting" option.



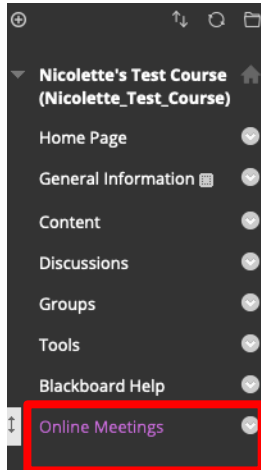
8. **Available to users:** Check this option to enable students to view this option.



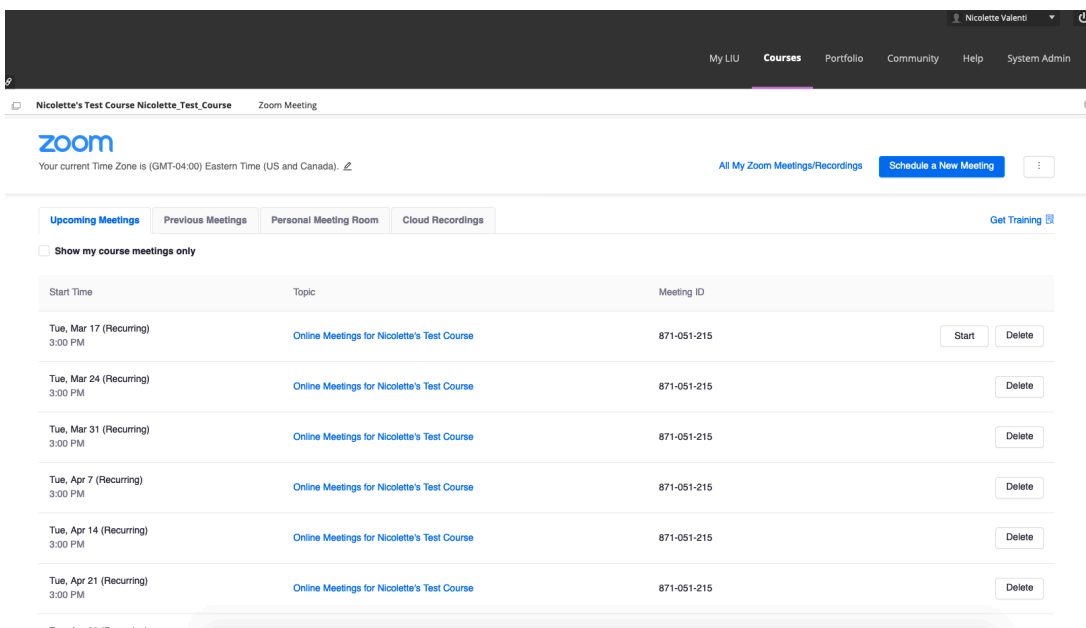
9. Click **Submit**.



10. In your Blackboard Course Navigation, click on the link you created.



11. You are now logged into your Zoom Meetings from Blackboard.



12. From your Zoom Browser within Blackboard, you can:

- View Upcoming Meetings
- View Previous Meetings
- Schedule Meetings
- Start Meetings

For More Information, Visit [it.liu.edu/zoom](https://it.liu.edu/zoom)