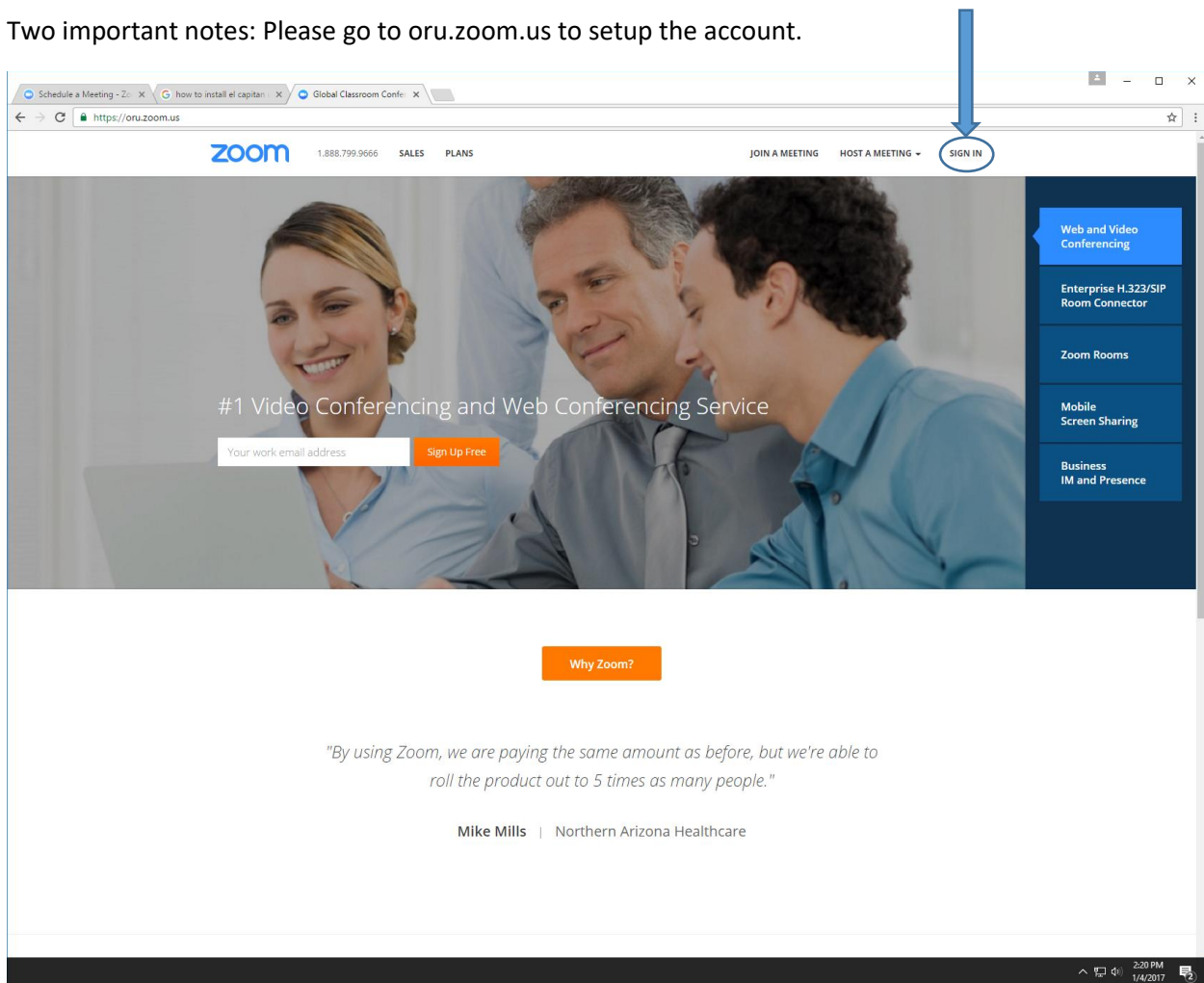Here is a how-to video for creating a Zoom Account.

Two important notes: Please go to oru.zoom.us to setup the account.

Here is a useful video to help your students join your Zoom meeting.

Here is how-to video to create a recurring Zoom meeting for your class.

After your login, please click on the "Meetings" tab on the right. You should see all of your meetings on the right. You can Start your meetings here and this is a good place to see your Meeting ID. Please click on the blue "Schedule a Meeting" button.
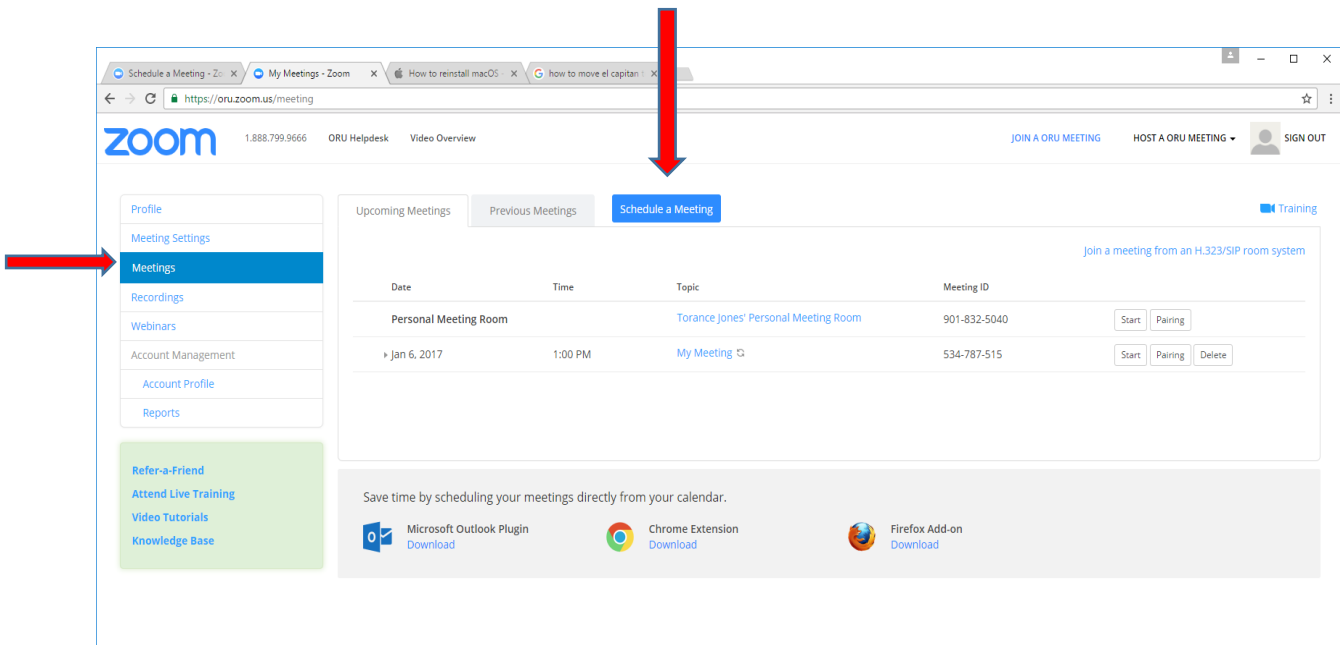
IMPORTANT!!!! PLEASE CLICK "ENABLE JOIN BEFORE HOST" OR ELSE YOU WILL HAVE TO LOGIN TO ZOOM WITH YOUR USERNAME AND PASSWORD BEFORE YOU OR ANY STUDENTS CAN JOIN THE MEETING!!!!

We also strongly recommend clicking on "Mute participants upon entry" to prevent microphone feedback and distractions from students. For the purpose of allowing students to watch multiple, or all of your lectures, please click on the "Recurring meeting" check box.
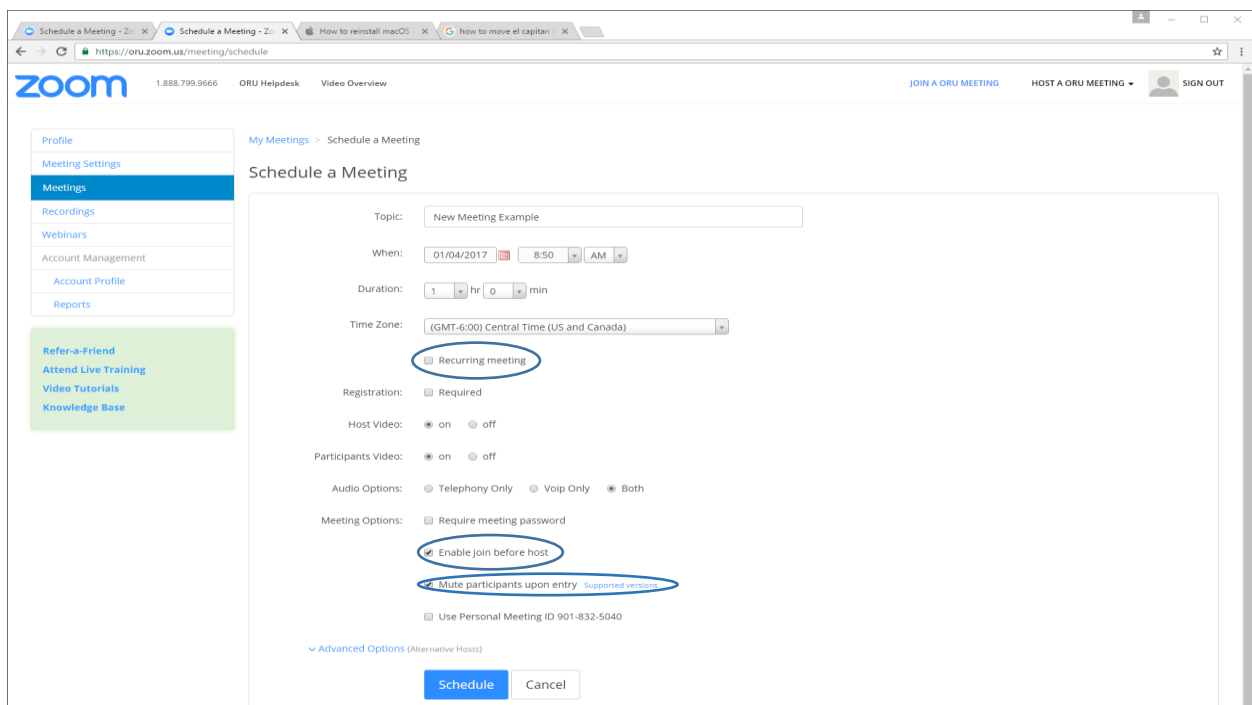
Please click on the drop-down box and select Weekly. Click on the days to the week that this particular class runs and select the time. For the end date, please select the end or the semester. For example, 30 Apr is a good date for Spring 2017. Click "Save".
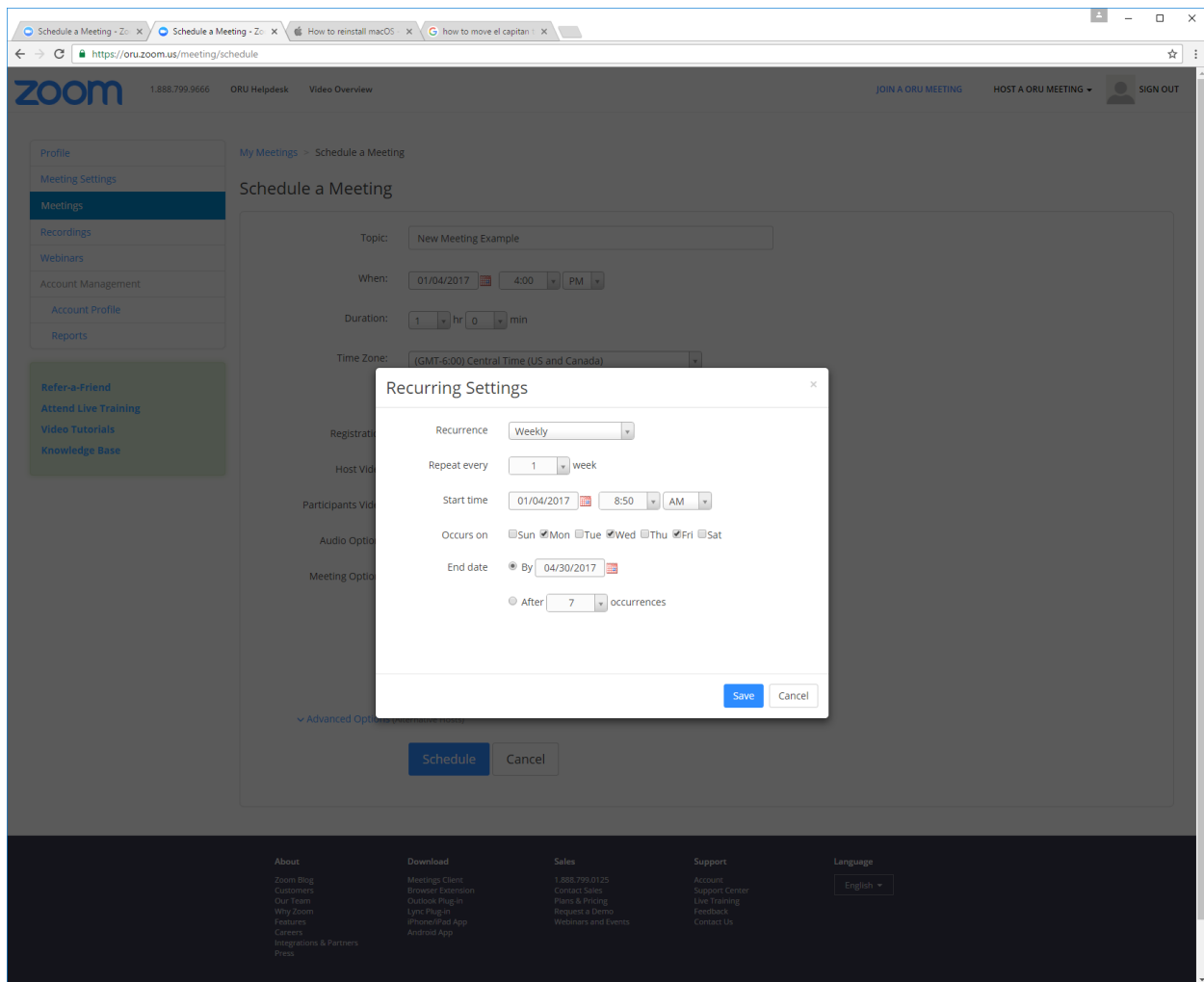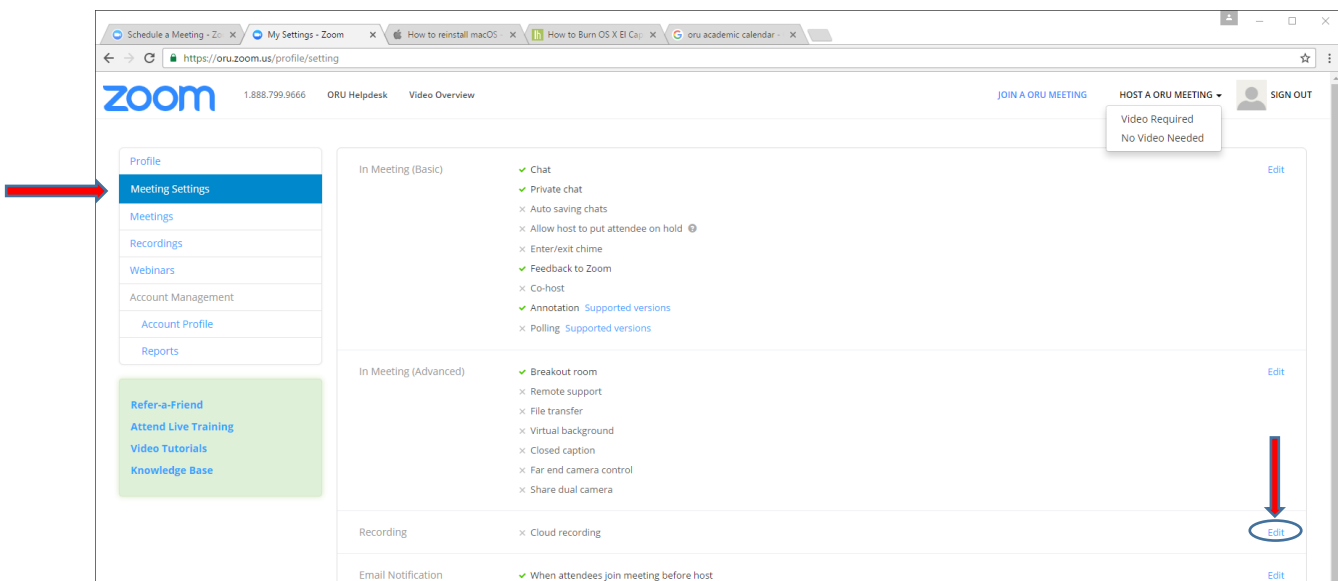

Once all of the information is in place, please click the blue "Schedule" button.
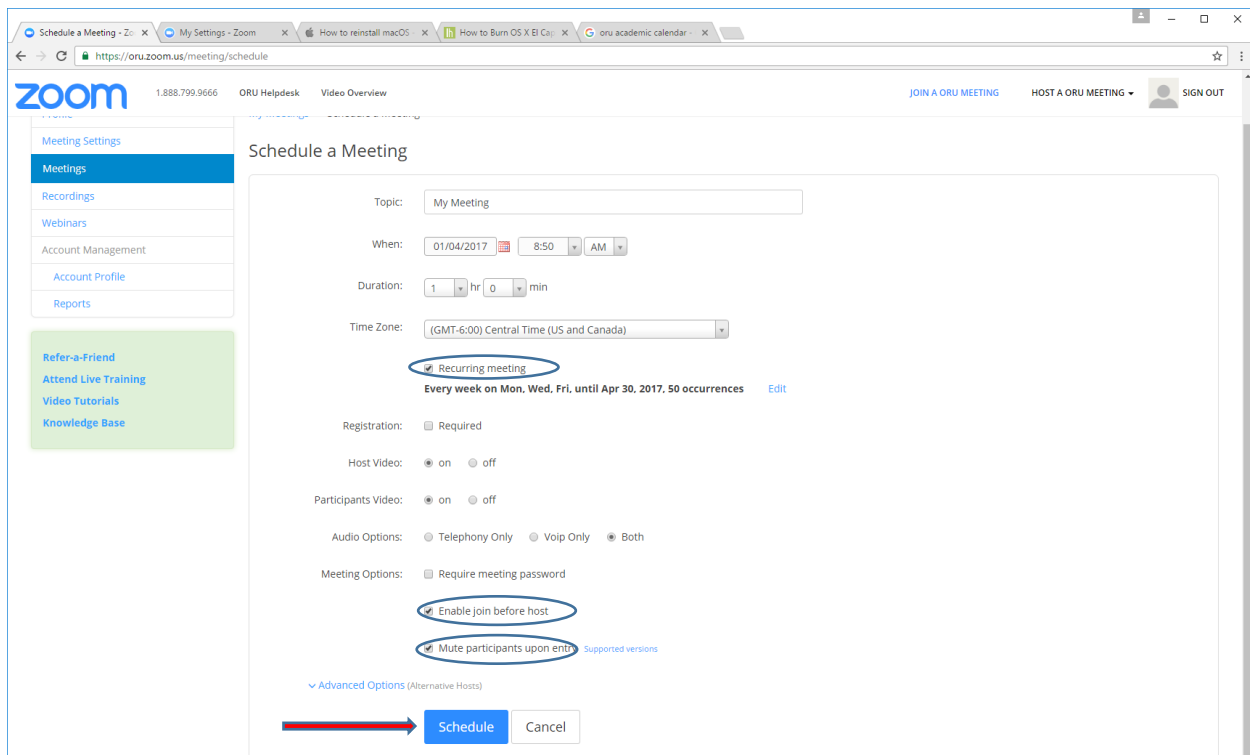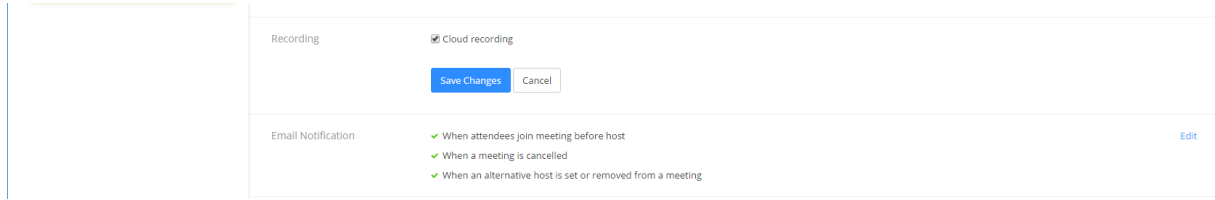
Here is [how to record your Zoom meeting](#).

To permanently set your meeting to record to the cloud, please click on the "Meeting Settings" tab. On the right, please click on the word "Edit" to the right of the Recording column

Please click the "Cloud Recording" checkbox, and click the "Save Changes" button.

Please click the word "Edit" on the right again. You should notice that you have some new options. Please click the "Automatic recording" check box if you would like to record all of your classes in the cloud (no space taken from your computer or U: drive☺).