

Zoom Web Conferencing: Classes, Group Work, Collaboration

Zoom

Students! You are included in Appalachian's Zoom Pro License! Just [log in to Zoom](#) and you're in! You don't have to do this to **attend** class meetings or meetings created by others but to **host** your own meetings with our pro license.

Zoom, a web conferencing technology, allows faculty, staff, and students to have interactions in real time from their computers, laptops, or mobile devices. Zoom's web-based conferencing uses video and audio and is accessible on MacOS, Windows, iOS, and Android mobile devices.



All Appalachian users (students, faculty, and staff) have the ability to host an unlimited number of online meetings with up to 300 participants in each and record them to the cloud. Just [log in to Zoom](#). NOTE: All cloud recordings made in Zoom remain for 30 days, but are copied immediately to your My Media page in [Kaltura](#) for long-term storage and sharing.

Zoom in AsULearn

Many students will access Zoom from a meeting your instructor has created inside an AsULearn course. Once you click on the link you may be asked to install the Zoom client before entering the session (if you've never used Zoom before).



Online Class Meetings

Create your own Zoom meetings for group work, presentations, etc.

Why would students make their own Zoom meetings?

- Your professor has assigned a group project, and the leader can create a meeting and invite the team. You can even record it to the cloud and share the recording link with your professor.
- You need to present a project, so you record your own meeting while doing a screen share of your presentation, and share the recording link with your professor.
- You want to web conference with some classmates for an online study session.

Appalachian students can create their own Zoom meetings:

[Log in to Zoom](#) with your Appalachian username and password.

Click the **My Profile** tab to upload a photo, enter contact details, and customize your personal meeting room link.

Click the **My Meetings** tab on the left.



[My Profile](#)

[My Meeting Settings](#)

[My Meetings](#)

[My Recordings](#)

Click **Host a Meeting** at the top right to start an instant meeting, or click **Schedule a Meeting** to set up a future meeting.

PERSONAL

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Start Time
to
End Time

+ Schedule a Meeting

Tue, May 16

After scheduling or starting a meeting, you can send the join link or full invitation to anyone you wish to invite, via email, chat, text, etc.

Zoom user checklist:

- A stable Wifi network that you control or wired ethernet is recommended.
- Your laptop, desktop, or device will need a camera, mic, and speaker/earbuds.
- Close all other media applications; i.e. Skype, Hangouts, etc.
- Use ear pods with microphone, or headset, to reduce feedback.
- Place a light source directly in front of you.
- A reboot of the computer within the past 24 hours is advised.

Zoom download center

From the [Zoom download center](#), you'll find links to the Zoom client for meetings and Zoom mobile apps for your device, or search your app store for **Zoom Cloud Meetings**. The Zoom mobile app works very well. Here's a video showing how to log into the app via with your Appalachian account:

Support

Use the [Zoom Help Center](#) for short how-to videos for **practically everything**. If you have questions about Zoom related to a service at Appalachian, please call Tech Support at 828-262-6266 or, for more complex questions or teaching issues, fill out a [support ticket](#) with as much detail as possible.

Support category:

[Communication](#)

[Activities](#)

[Video and Audio](#)

- [Appalachian Zoom Telehealth Portal](#)
- [AsULearn Faculty Support](#)
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- [Google Calendar Appointment Slots](#)
- [How to Schedule Zoom Meetings for Other People](#)
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