

News from the Zoom Desk

Have Questions?

We have scheduled bi-monthly drop in sessions for Zoom help, or any other D2L questions you might have. Our March sessions are: **March 1st & 15th, 12 – 1pm** ([Zoom Link](#))

As always, please reach out for assistance at any time using our TDX portal: [Instructor Zoom Help](#)

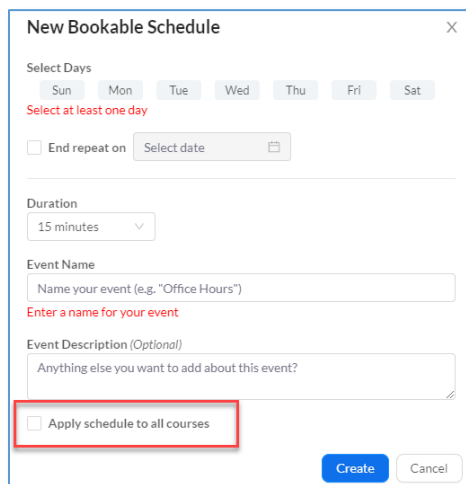
Zoom Updates

Hello all, January and February were busy months – and here we are at March already. As always, Zoom has made some updates to their platform. The two I am highlighting in this month's news are an update to the Bookable Appointments and to the Screen Share, see below for details.

Update 1:

Appointments: Apply Schedule to ALL courses

There is now an option to create ONE booking schedule for all of your student bookable appointments inside of D2L. You may have noticed a new check box at the bottom of your schedule creation screen. If you choose this box, the same schedule will be available in each course you teach. Students from all of your courses will be able to book appointments with you without you having to try to block out time for each course separately. If a student in course A books, that time is locked for all other students regardless of course. Please note that this is an all or none type of option. You cannot choose which courses this applies too.



The screenshot shows a 'New Bookable Schedule' dialog box. It has a title bar with a close button. Below the title bar, there are several sections: 'Select Days' with buttons for Sun, Mon, Tue, Wed, Thu, Fri, and Sat; a red error message 'Select at least one day'; a checkbox for 'End repeat on' with a 'Select date' button; a 'Duration' dropdown menu set to '15 minutes'; an 'Event Name' text input field with a placeholder 'Name your event (e.g. "Office Hours")' and a red error message 'Enter a name for your event'; an 'Event Description (Optional)' text area with a placeholder 'Anything else you want to add about this event?'; and a checkbox labeled 'Apply schedule to all courses' which is highlighted with a red rectangle. At the bottom right, there are 'Create' and 'Cancel' buttons.

Update 2:

Screen Share: Layouts and Options

With the new options, you can change how you show your shared screen. There are four different views, the ability to add a wallpaper, and share sound. If you don't see the options, the toggle button is on the bottom. [Using Presenter Layouts](#)

