

News from the Zoom Desk

Have Questions?

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

Zoom Updates

Hello all, welcome to Spring! Zoom has not made any significant updates to their platform this month. So I will share some tips for use regarding presenting with one monitor, breakout rooms, and D2L calendar setting.

Tip 1:

Screen Share: Tips for sharing your screen with only one computer/monitor.

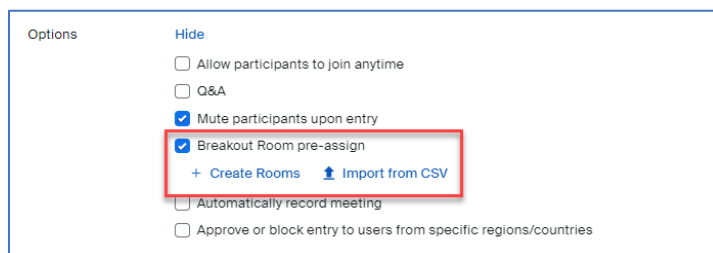
Having to run a Zoom session with only one screen can be a bit of a challenge. I have to admit, I have not had to do that yet but I know there are some of you that do. I follow Patricia Regier on YouTube and she has some great videos for using Zoom. Here is a [link](#) to her video on this subject. She covers using spotlight, share screen, floating Zoom navigation bar and more.

Tip 2:

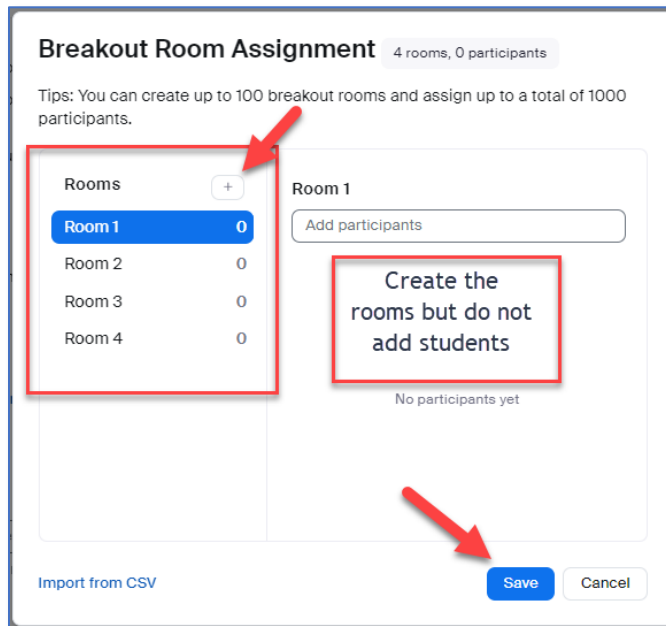
Breakout Rooms: Creating your breakout rooms in advance

It is possible to set up breakout rooms for your sessions in advance. This is a great idea and saves you time in session. You can also pre-assign students to those rooms, however, this has not proven to be successful with how our D2L is configured. When you pre-assign the rooms, Zoom uses the email that the students have in the system. If, when the Zoom session starts, the students use a different email, the pre-assign function doesn't work for them and can cause stress for you and the students when they don't automatically move to the breakout rooms as you wanted. We recommend that you don't use the pre-assign feature for this reason.

Create the breakout rooms here:



But don't add the students.



Tip 3:

D2L Calendar: Connecting your Zoom meetings to the D2L Calendar

If you are using the D2L Calendar with your class, it is important to make sure that Zoom is synced to that calendar. Every time you schedule a meeting, it goes automatically into the D2L Calendar. The problem is that when you delete that meeting or update it, it may not update in the Calendar and then you have a bunch of redundant and broken calendar links you need to remove. See the graphic below to turn on your Calendar Sync from the Zoom Web Portal.

