

## Accessing and Authenticating to Zoom: Steps for Students

LUHSD continues to search for ways we can improve distance learning context for students and stakeholders. Creating and maintaining of effective environments for student learning, even in the virtual classroom, is paramount. To help with this:

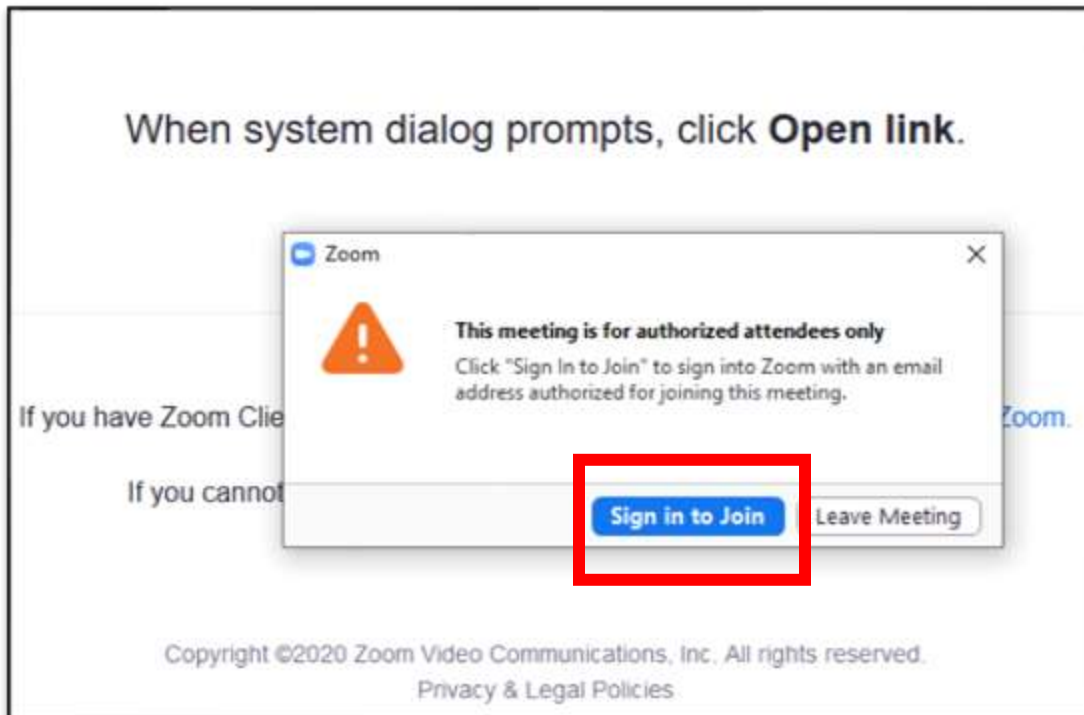
- district is deploying a process where only “authenticated users” within LUHSD will be able to join Zoom video conferencing.
- teachers will be primarily posting Zoom links within secure, Canvas learning management software
- teachers will be creating an individual link – for individual class periods – on individual days of classes
- as always, students need to keep password secure and not share with anyone else.
- likewise, students need to keep Zoom links for classes secure and not share with anyone.

Two versions exist below for how to authenticate into Zoom to safely enter the virtual classroom. Accessing Zoom is completed one of two ways: 1) by signing onto installed Zoom version (highly preferred and *required* on district laptops), or 2) accessing from web version (audio may not function on district devices).

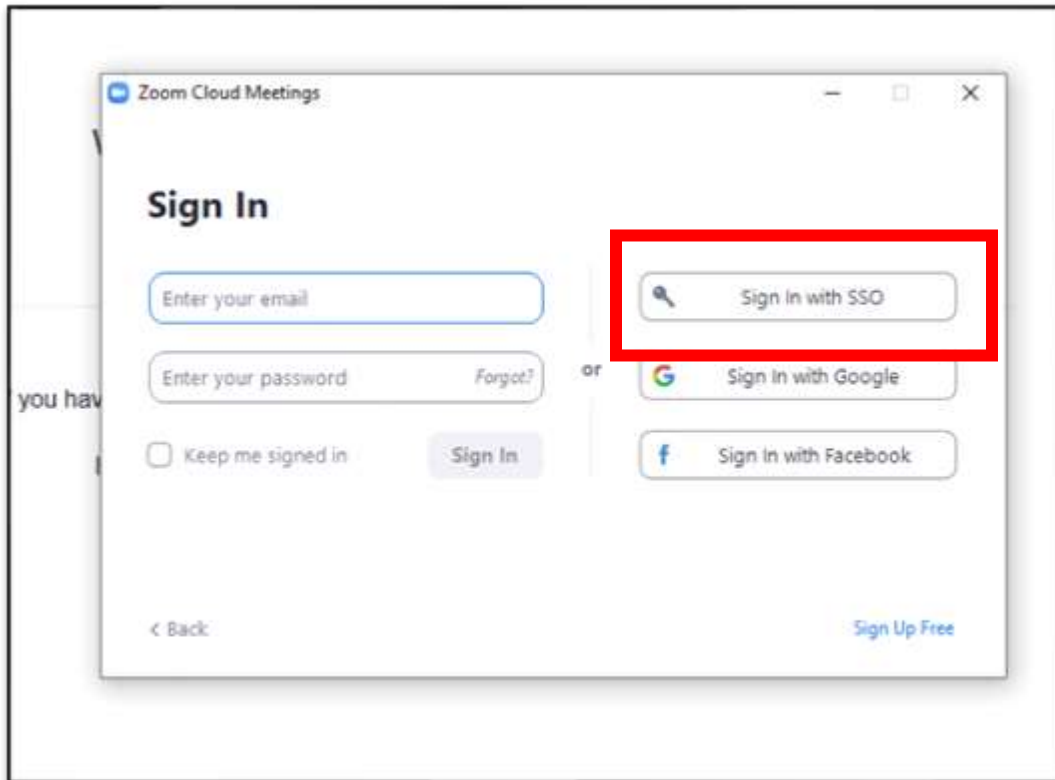
### Installed Zoom Application:

Once logged into Clever, access Canvas as usual ([Directions linked here](#)). Once the Zoom linked in Canvas has been clicked, the following will appear.

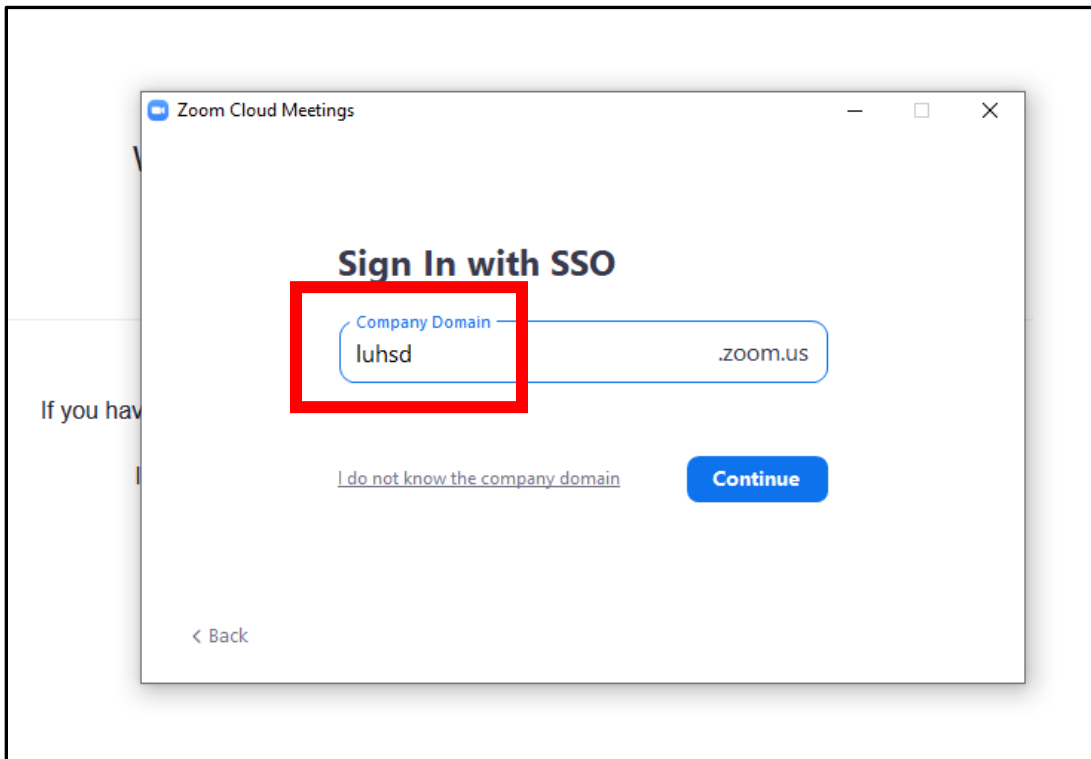
**STEP ONE:** It is necessary to Click on Sign In to join the Zoom meeting.



**STEP TWO:** On the following screen select “Sign in with SSO”



**STEP THREE:** Now, type “luhsd” and click “Continue”



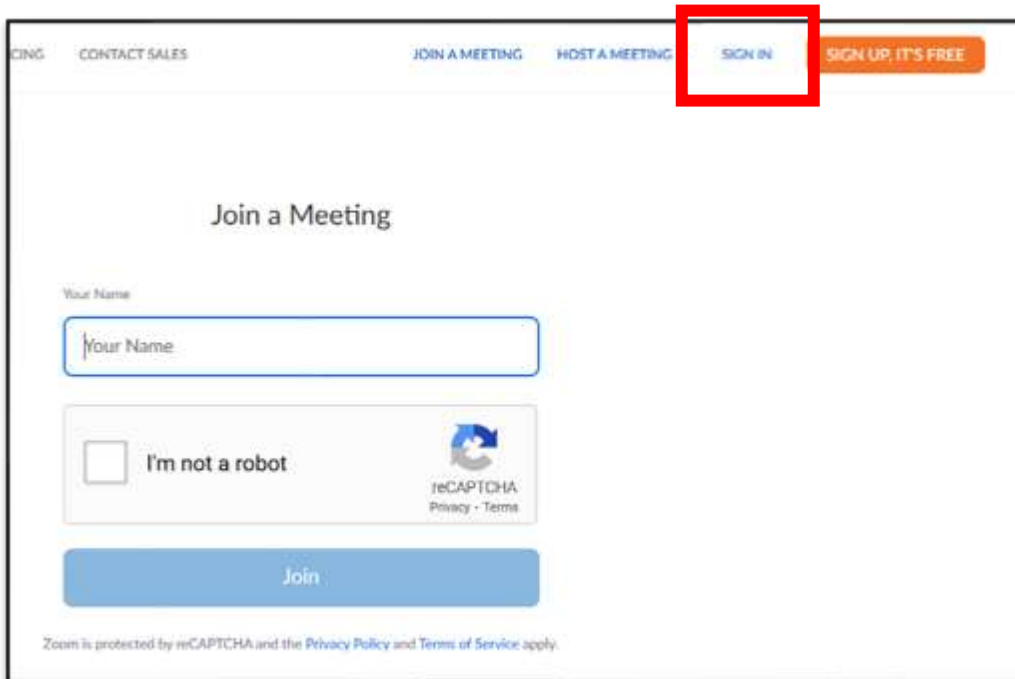
After “Continue” is clicked you will be taken to the Zoom Meeting/ virtual classroom

**You may be asked to “Confirm your email address” from Zoom. If so: call your SLC!**

## Web Version

Once logged into Clever, access Canvas as usual ([Directions are linked here](#)). Once the Zoom linked in Canvas has been clicked, the following will appear.

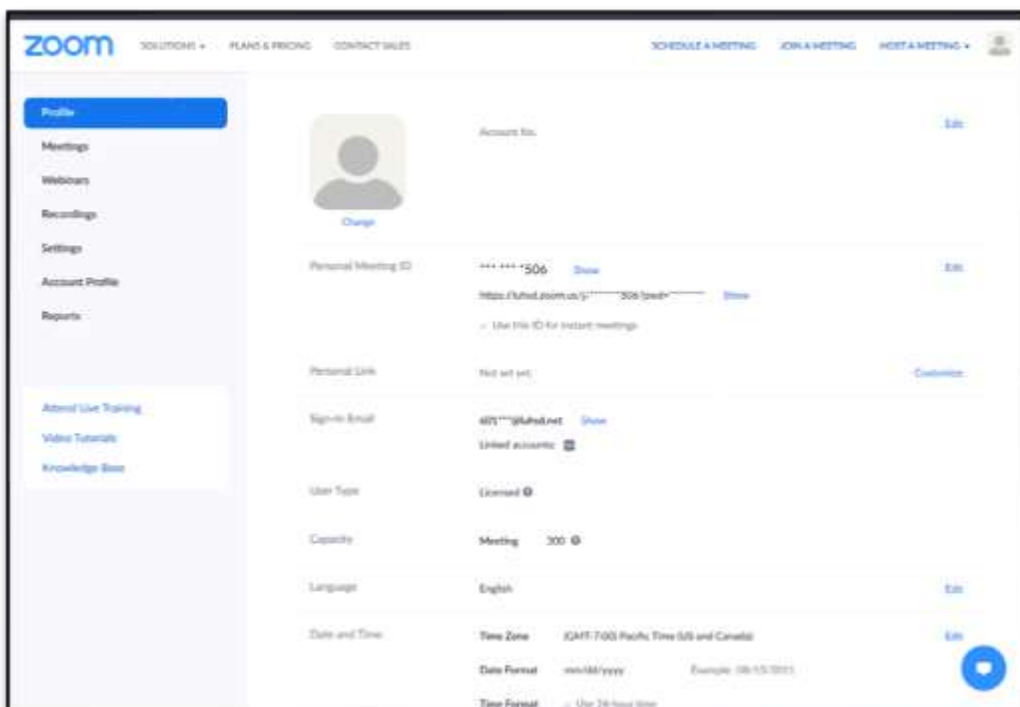
**STEP ONE:** It is necessary to Click on “Sign In” to join the Zoom meeting.



The screenshot shows the Zoom 'Join a Meeting' page. At the top, there are navigation links: 'CONTACT SALES', 'JOIN A MEETING', 'HOST A MEETING', 'SIGN IN', and 'SIGN UP, IT'S FREE'. The 'SIGN IN' link is highlighted with a red box. Below the navigation is the 'Join a Meeting' heading. There is a text input field for 'Your Name' with the placeholder text 'Your Name'. Below that is a reCAPTCHA verification area with the text 'I'm not a robot' and a reCAPTCHA logo. At the bottom of the form is a blue 'Join' button. A small note at the bottom states: 'Zoom is protected by reCAPTCHA and the Privacy Policy and Terms of Service apply.'

Image below will confirm you are logged into Zoom.

**STEP TWO:** From here, return to Zoom link placed within Canvas and click to join class.



The screenshot shows the Zoom account profile page. The left sidebar contains navigation links: 'Profile', 'Meetings', 'Webinars', 'Recordings', 'Settings', 'Account Profile', 'Reports', 'Attend User Training', 'Video Tutorial', and 'Knowledge Base'. The main content area displays account information: 'Account ID', 'Personal Meeting ID', 'Personal Link', 'Sign-in Email', 'User Type', 'Capacity', 'Language', and 'Date and Time'. Each field has an 'Edit' button next to it. The 'Personal Meeting ID' field shows a masked ID '\*\*\*\*-506' and a URL 'https://us01.zoom.us/j/\*\*\*\*506'. The 'Sign-in Email' field shows '625\*\*\*@slc.edu'. The 'User Type' is 'Licensed'. The 'Capacity' is 'Meeting 300'. The 'Language' is 'English'. The 'Date and Time' section includes 'Time Zone' (GMT-7:00 Pacific Time (US and Canada)), 'Date Format' (mm/dd/yyyy), and 'Time Format' (Use 24-hour time).

**Again...you may be asked to “Confirm your email address” from Zoom. If so: call your SLC!**