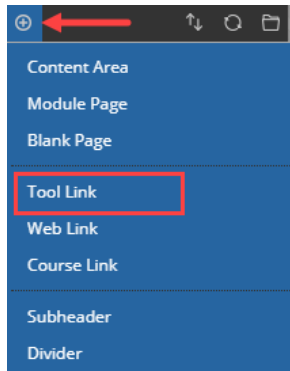# ZOOM: ADD TOOL LINK IN ULEARN

Instructors need to add a tool link to Zoom in their ulearn courses in order to create class meetings. A new tool link will need to be created in each course.
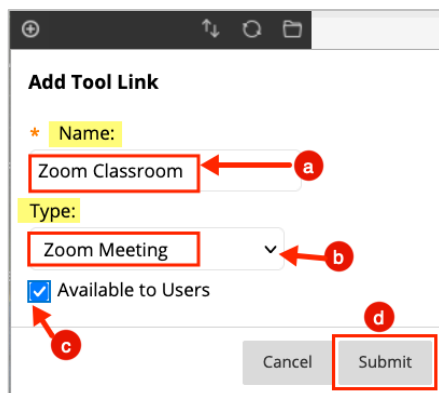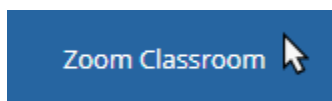
Instructions

1. In the course left menu, click the + icon and select **Tool Link**.

2. To successfully add the tool link to Zoom complete the following steps in order:
   a) Provide a **name** in the text box (i.e.,"Zoom Classroom").
   b) From the **type** menu click on the **down arrow** icon and select **Zoom Meeting** (it's all the way at the bottom of the list).
   c) **Check the box** Available to Users
   d) Click **Submit**.

3. The tool link has been created. Repeat these steps in each course you need to add a tool link to Zoom for.

To create class meetings, visit the user guide on how to Create a Class Meeting in Zoom.