Blackboard: Import Zoom Meetings into a Blackboard Course

You can import Zoom meetings that you scheduled outside of Zoom’s Blackboard integration so you and your students can join them through your Blackboard course.

1. Open your Blackboard course.

2. Click the Zoom Meeting link in your Blackboard course. Zoom will open in a new tab.

3. Click All My Zoom Meetings/Recordings to view a list of all your scheduled meetings.

4. Copy the Meeting ID for the Zoom Meeting you want to add to your course.

5. Click Course Meetings/Recordings near the top of the page to go back to your course meetings.
6. In the top-right corner of the page, click the Import Meeting icon and select **Import Meeting**.

![Zoom interface with Import Meeting highlighted]

7. In the pop-up window, enter the **Meeting ID** you copied (e.g., 912 0950 0163) and click **Import**.

![Import Meeting pop-up window]

8. You can now access this meeting through the Zoom Meeting link in your Blackboard course.

![Zoom meeting details]

For resources on using Zoom, visit [it.gwu.edu/zoom](http://it.gwu.edu/zoom).