

## Blackboard: Invite Guests to a Scheduled Zoom Session

After you [schedule a Zoom course meeting](#), you can share the invite link with guests that do not have access to your Blackboard course.

1. Open your **Blackboard** course and go to the **Zoom Meeting** page.
2. Click on the **Topic** (name) of the meeting that you'd like the guest to join.

zoom

Your current Time Zone is (GMT-05:00) Eastern Time (US and Canada). [All My Zoom Meetings/Recordings](#) [Schedule a New Meeting](#) ⋮

[Upcoming Meetings](#) [Previous Meetings](#) [Personal Meeting Room](#) [Cloud Recordings](#) [Get Training](#)

Show my course meetings only

Start Time	Topic	Meeting ID	
Today 1:00 PM	<a href="#">Class Session 1</a>	995 9458 7163	<a href="#">Start</a> <a href="#">Delete</a>

3. In the **Invite Attendees** section, select **Copy the invitation**.

Invite Attendees

Join URL: <https://gwu-edu.zoom.us/j/99594587163?pwd=WGE3dFAyZVNWRU1CR2xaUW1USnFkdz09>

[Copy the invitation](#)

4. In the pop-up window, click **Copy Meeting Invitation**.

Copy Meeting Invitation ×

Meeting Invitation

Topic: Class Session 1  
Time: Jan 12, 2021 01:00 PM Eastern Time (US and Canada)

Join Zoom Meeting  
<https://gwu-edu.zoom.us/j/99594587163?pwd=WGE3dFAyZVNWRU1CR2xaUW1USnFkdz09>

Meeting ID: 995 9458 7163  
Passcode: 5r816a  
One tap mobile  
+13017158592,,99594587163# US (Washington D.C)  
+13126266799,,99594587163# US (Chicago)

Dial by your location  
+1 301 715 8592 US (Washington D.C)  
+1 312 626 6799 US (Chicago)  
+1 646 558 8656 US (New York)  
+1 253 215 8782 US (Tacoma)

[Copy Meeting Invitation](#) [Cancel](#)

5. You can now paste the meeting invitation into an email and share it with your guest(s).

**Only share invitation links with intended participants and do not post publicly.** Anyone with the invite link or meeting information can join.