
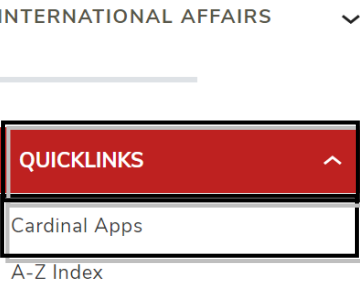

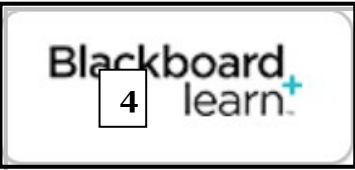
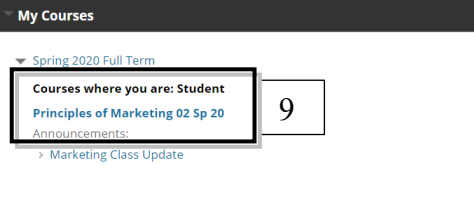

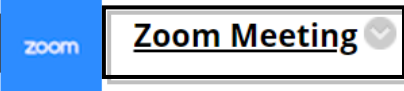


## Open a Zoom Meeting from Blackboard (Faculty)

You can access Blackboard from the UIW Website

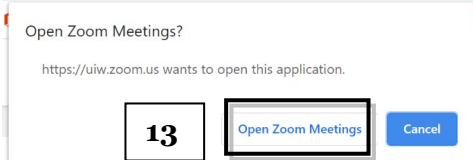
 <p>2</p>	<ol style="list-style-type: none"> <li>1. Go to <b>uiw.edu</b></li> <li>2. Locate and click the <b>MENU</b></li> </ol>
 <p>3</p> <p>4</p>	<ol style="list-style-type: none"> <li>3. Click <b>Quick Links</b></li> <li>4. Click <b>Cardinal Apps</b></li> </ol>
 <p>6</p>	<ol style="list-style-type: none"> <li>5. Log in to <b>Cardinal Apps</b></li> <li>6. When Cardinal Apps opens, locate the <b>Zoom App</b> and click it</li> </ol>
 <p>8</p> <p>4</p>	<ol style="list-style-type: none"> <li>7. Return to <b>Cardinal apps</b></li> <li>8. Locate the <b>Blackboard App</b> and click it</li> </ol>
 <p>9</p>	<ol style="list-style-type: none"> <li>9. Locate and <i>open your course</i></li> </ol>
 <p>10</p>	<ol style="list-style-type: none"> <li>10. Locate and click the <b>Zoom</b> link in your Blackboard course</li> </ol>
 <p>11</p>	<ol style="list-style-type: none"> <li>11. Click the <b>Zoom Meeting</b> link</li> </ol>

# Join a Meeting

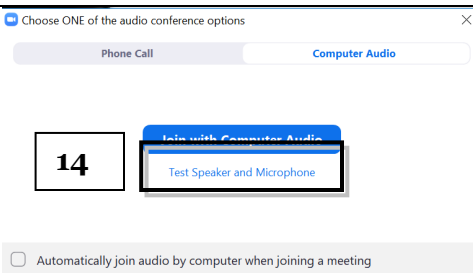
Please click button below to join the meeting



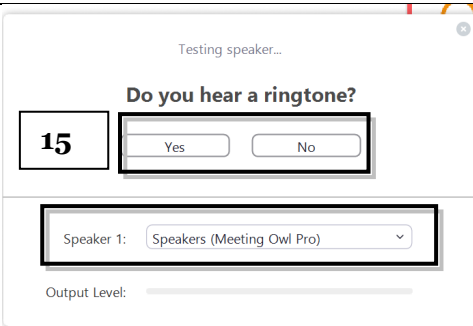
12. Click the blue **Join Meeting** button



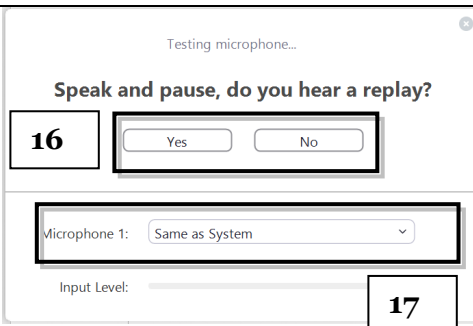
13. Click **Open Zoom Meetings**



14. Click **Test Speakers and Microphone**

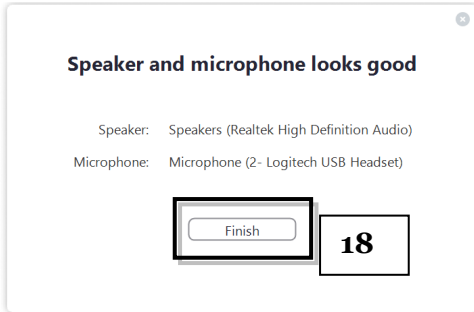


15. The speaker test runs. Click **Yes** if you hear a ringtone, if you do not, click **No**, and **select another speaker option** from the drop down and run the test again




16. The microphone test runs. Speak, wait a moment, and if you hear your voice, click **Yes** if you hear it. If you do not, click **No**, and select another microphone option from the drop down and *run the test again*.

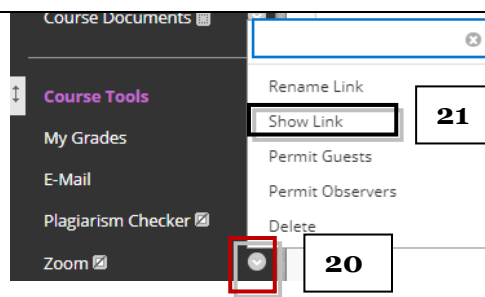
17. If the speaker and microphone test fail, set both to **Same as System** and run the test again



18. If the test is a success, click **Finish**



19. Note that the link may be *hidden*, as denoted by the  icon



20. Click the **edit button** 

21. Click **Show Link** to make the Zoom link viewable