Setting Up Zoom in a Blackboard Shell

1. Navigate to the course tools section in your Blackboard shell, scroll down and select Zoom Meetings.

2. If this is the first time you have accessed this tool in your Blackboard shell, it will automatically create an account for you with your UTEP information. You will have to check your UTEP email for further instructions.
3. Once you navigate to your email account it will ask you to activate your account.

![Activation email](image)

4. Choose sign in with SSO.

![Sign in with SSO](image)
5. Return to your Blackboard shell, follow step 1 again. Now you will be able to create and schedule meetings.