**Getting Started**

1. **Log into fit.zoom.us** with your @fit.edu email address and TRACKS password. *Hint: For student accounts, drop the 'my.'*, e.g. myacct2020@fit.edu.

2. **Are you Licensed? Watch:** [How to check your Zoom account status](#).

3. If not: **Send an email** to jgriggs@fit.edu to request a Pro Zoom License. Be sure you have logged in at least once before making the request.

4. **Log into Canvas** and find your courses. *Hint: If the course you're looking for isn't on the dashboard, click Courses, then All Courses. There you can edit which courses appear on the dashboard.*

5. Enter the course and **verify Zoom and Panopto Recordings are on the main menu.** *Hint: If they're missing, enable them under Settings-> Navigation. Watch: [Activating Zoom and Panopto in Canvas](#), [2 Minutes to Better Course Design](#).*

6. **Click Zoom in Canvas and Authenticate if prompted.** *Hint: If you get an error, make sure you have logged into fit.zoom.us at least once. Double check that you are not signed into Zoom with a different account. Try closing the browser and exit Zoom, then reopen Canvas and retry authorization. Do not use private/incognito browsing when authorizing.*

7. **Schedule Weekly Recurring Meetings** for this course. *Watch: The Zoom Integration in Canvas* *Hint: If you need to edit settings for the meeting after saving, you can't do that through Canvas. Instead, you can edit the settings through fit.zoom.us.*

8. **Click Panopto in Canvas and Authorize if prompted.**

9. You're all set! **Next:** Record and Share a Test Video