

KLC Zoom Login Tutorial - Transcript

Welcome.

In this tutorial, you will learn how to log into Zoom using your CUNYfirst login credentials so you can begin your tutoring sessions. Please follow along step by step.

Logging into Zoom

Step 1

Open the Zoom application on your computer using the desktop shortcut or your taskbar. If you do not see it there, you can search for Zoom using the Windows search bar or locate it in your applications list.

Step 2

If you are not already signed in, click on the Sign in with SSO option.

Step 3

In the company domain field, type cuny, then click Continue.

Step 4

Log in using your CUNYfirst login credentials.

Step 5

Use your authenticator application on your phone to obtain your one-time passcode. Enter the code and click Verify. For additional details regarding the authenticator app, please refer to the resource provided on screen.

Step 6

If you followed the previous steps correctly, you should now be successfully logged into Zoom and ready to begin using it.

Before Your Tutoring Sessions

Before the semester begins, you will need to create your Zoom meeting link and share it with your supervisor so it can be added to TracCloud for your hybrid and remote sessions.

When it is time to meet with your student, be sure to start the session as the host.

If you would like a step-by-step guide on creating and managing your meetings, you can refer to the official Zoom tutorial referenced in the video.

Best Practices for Tutoring on Zoom

To help you run a smooth and effective tutoring session, keep the following in mind:

- Log in a few minutes early to check your audio, video, and internet connection
- Keep your camera on and ensure proper lighting
- Maintain a clean, distraction-free background
- Mute your microphone when you are not speaking
- Stay focused and avoid multitasking during your session
- Encourage your student to stay engaged by asking questions and sharing their screen

Support and Assistance

If you encounter any issues, please inform your supervisor.

You may also contact the IT Helpdesk for assistance using the contact information provided in the video.

Closing

Thank you for completing this tutorial.

You are now ready to log into Zoom and conduct your tutoring sessions.

We appreciate the important work you do in supporting our students and wish you a successful and enjoyable tutoring experience.