

TECH SUPPORT SERVICES
617 557-2000 ♦ SERVICEDESK@SUFFOLK.EDU
M-F 8:00AM – 7:00PM ♦ SATURDAY 9:00AM – 5:00PM

TO ACCESS YOUR COURSE

Step 1) Download Zoom

Go to suffolk.zoom.us

Choose the appropriate option for your device



Suffolk University Introduces Zoom

Zoom is our new video/web conferencing and online classroom tool available to all Suffolk students, faculty, and staff.

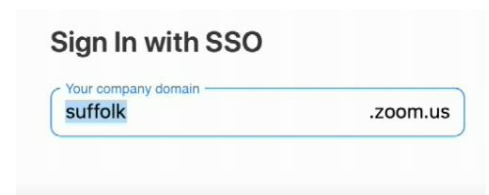
To start using Zoom, choose the correct download specific to your device

- Download For Windows
- Download For Mac
- Download For iOS
- Download For Android

Once Downloaded, launch Zoom by clicking on application icon:



Click **Continue** to sign in using Single Sign On (SSO) (at suffolk.zoom.us)



Sign In with SSO

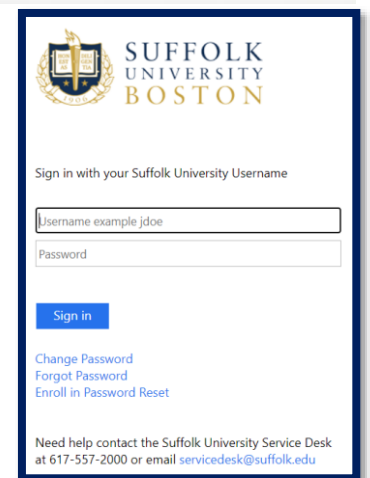
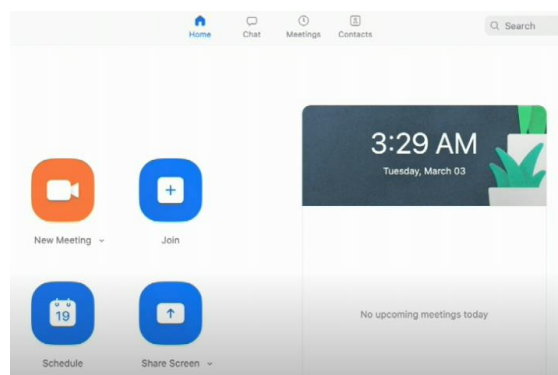
Your company domain:

Single Sign On Window will open

Sign in using your Suffolk University Username & Password

Click on the open zoom.us button

The Zoom Home page displays



SUFFOLK UNIVERSITY BOSTON

Sign in with your Suffolk University Username

Username example:jdoe

Password

Sign in

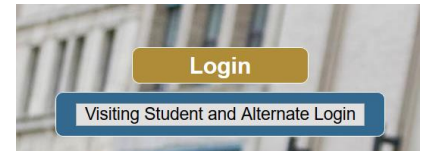
[Change Password](#)
[Forgot Password](#)
[Enroll in Password Reset](#)

Need help contact the Suffolk University Service Desk at 617-557-2000 or email servicedesk@suffolk.edu

Step 2) Starting Zoom in a Blackboard Course

To login to Blackboard go to: suffolku.blackboard.com.

Click Login button which will direct you to the Single Sign on page. Login with your Suffolk username & password

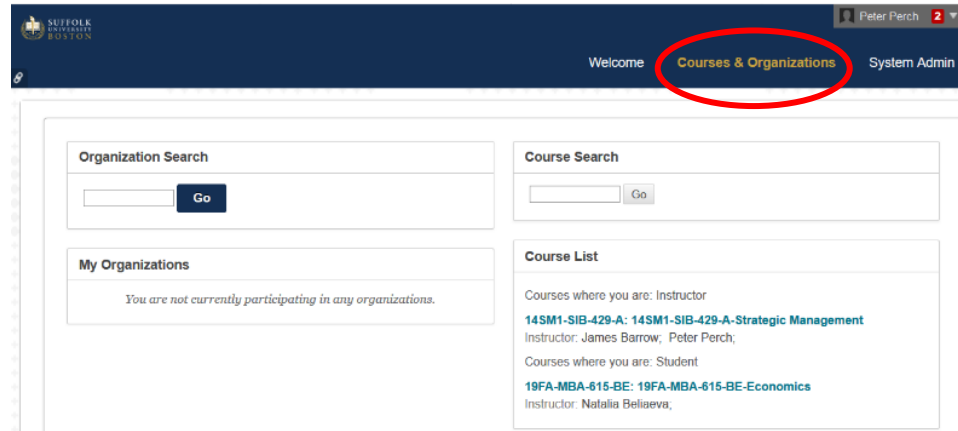


Go to Courses & Organization Tab

All courses are listed under Course List

Click on course name to see Course Content

Once you're inside the course, you'll see a menu of items listed in the left side navigation, including instructional content and course tools



Use left navigation buttons to access:

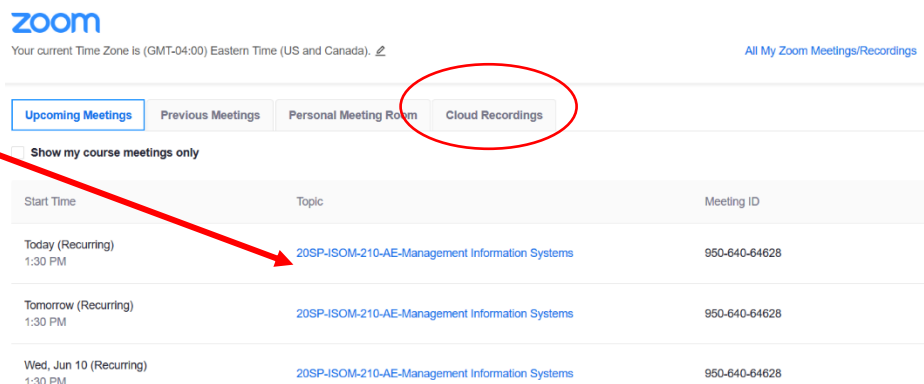
- Syllabus
- Assignments
- Grades
- Zoom Class Meetings



To begin your zoom class, choose Zoom Meetings

A link to your course zoom meetings will be listed

Select the blue hyperlink for the class meeting session you want to join. You will either enter the course directly or be taken to a waiting room until the instructor is ready to start the session



Recorded classes automatically show up under "Cloud Recordings" tab.