How to Zoom on the Fly!

Let's say you are in Chat and you realize it will be much easier if you show the student your screen or see theirs. Here's how to set up an instant Zoom meeting.
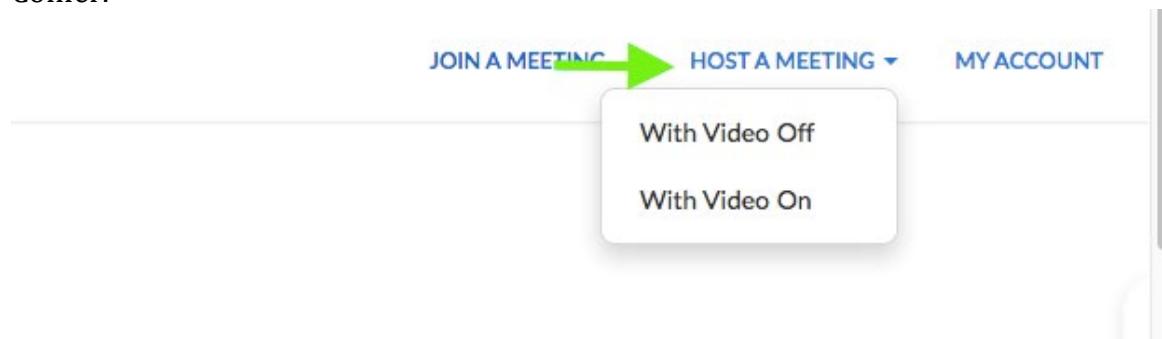
1. Set up a Zoom account via CCC Confer.

   Visit www.conferzoom.org and set up an account using your Cerritos.edu email address. (You only need one account for the entire CA Community College System, so if you already have one from another school you can use that one and you don't need to set up an account.)
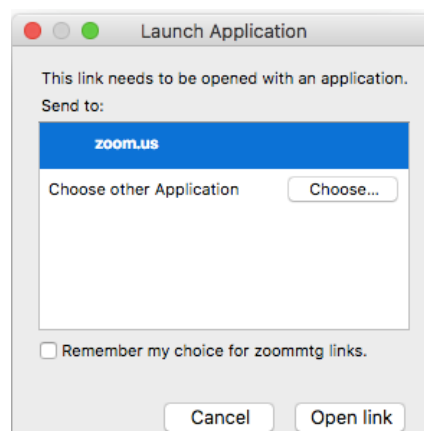
2. Create an On-the-Fly session.

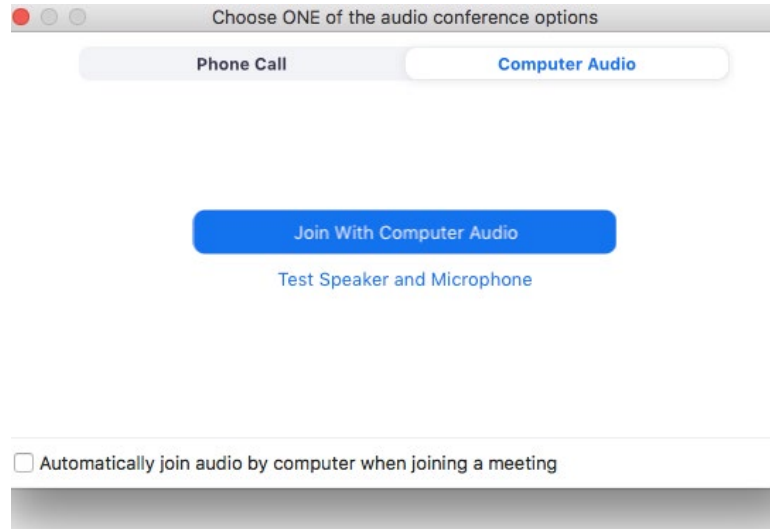   Visit https://cccconfer.zoom.us/

   Click **Host A Meeting**. You can decide to host With Video On if you want the other people. If you choose With Video Off you will still be able to share the screen. (If it asks you to login first just put in your credentials from CCC Confer.
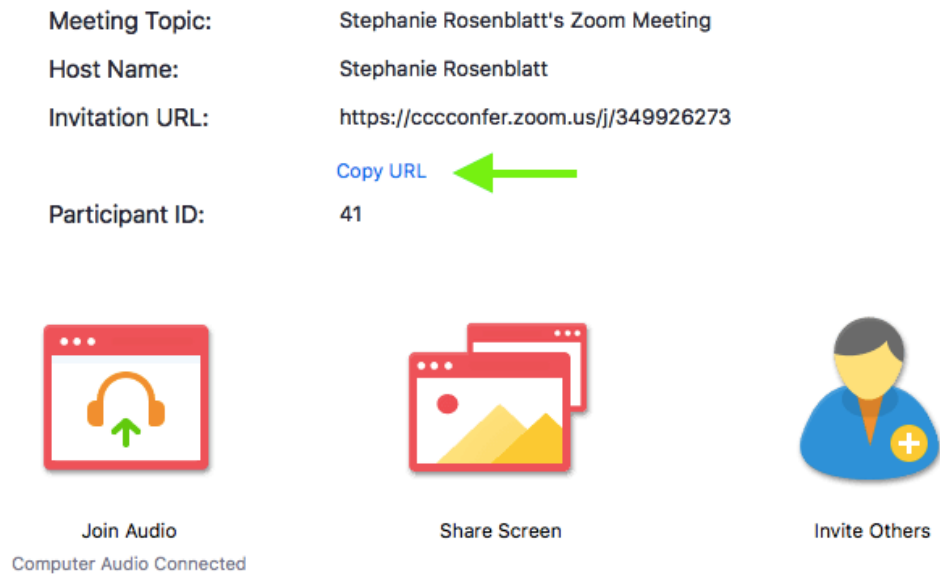

   Click **Open Link** to launch the application.

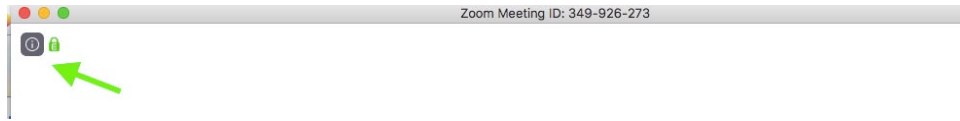Indicate how you want to set up the audio for yourself.

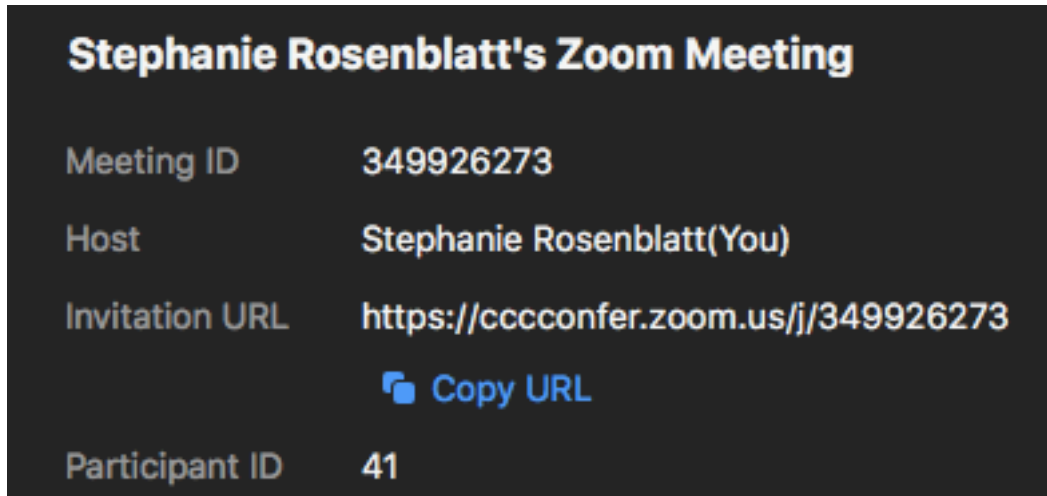If you chose to conduct the meeting without video you will see this screen:

Copy the URL and send it to the student in chat so they can join, then click **Share Screen.**
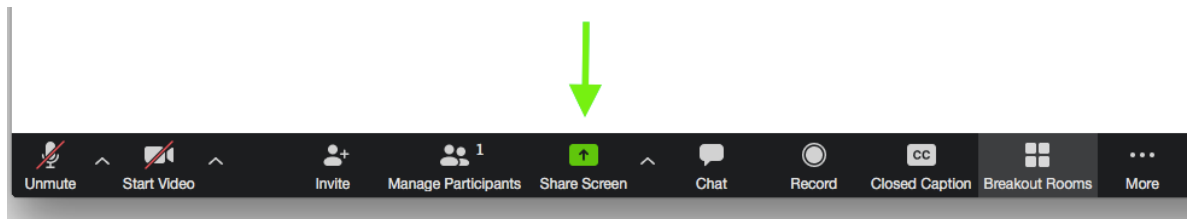
If you chose to chose to conduct the meeting with video you will yourself. In the upper left corner you will see a small grey box.
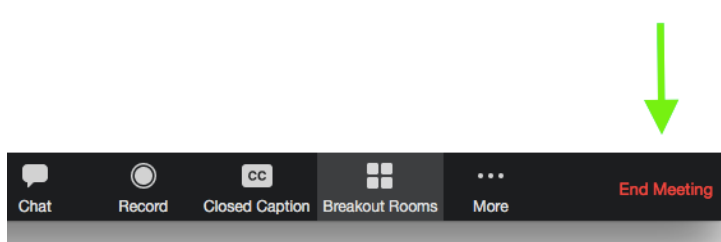

Click it to copy the URL to paste in the chat box so the student can join your meeting.

Once you are in the meeting you and the participant will see the following toolbar when you mouse over the bottom. Click the green box to share your screen or ask the student to click it so you can see their screen.

When you're done click End the Meeting.

Then go back and close out the chat.

Contact Stephanie if you want to practice creating these types of webinars: srosenblatt@cerritos.edu

Contact CCC Confer Support if you have problems setting up your account: support@ccctechconnect.org