One-Click Join in Brightspace

The introduction of Brightspace to Carleton University provides a new level of Zoom Security not previously possible with other Learning Management Systems, thanks to the Zoom in Brightspace Integration. The integration contains a Join button for students to enter Zoom meetings associated with the course they are enrolled in.

Student View of the Zoom in Brightspace Integration:

This Join button contains the meeting Invite Link and an authentication command that acts as a Security Guard, "checking ID's" to ensure the button **only** works for those enrolled in your course.

The trouble with Passcodes is that once someone knows the Meeting ID (which is visible to them in the Brightspace Integration shown in the image above) and the Passcode, they can enter the Zoom meeting or waiting room, bypassing the Brightspace

authentication command, making the meeting no longer secure. The solution to this is for Instructors to enable One-Click Join in their personal Zoom Security settings and then adopt the policy of **ONLY** allowing students to enter meetings through the Join button inside of the Zoom in Brightspace Integration. When you turn this setting on, the passcode is automatically embedded into the Invite Link, eliminating the need to share that information with the students.

RECOMMENDED WORKFLOW:

STEP 1 – Set up Zoom in Brightspace: https://carleton.ca/brightspace/instructors/setting-up-zoom-in-brightspace/#sect1.1

STEP 2 - Schedule your Zoom meeting in Brightspace **WITH** a passcode: https://carleton.ca/brightspace/instructors/setting-up-zoom-in-brightspace/#sect2. **Please note:** your meeting **must** be a Recurring Meeting with a "daily, "weekly", or "monthly" recurrence, otherwise you will have to manually enter the invite link into the Calendar. The invite link is **NOT THE SAME** as the Join button link and pasting into the Calendar will eliminate the authentication command.

STEP 3 Enable One-Click entry in Security Settings through the Zoom Web Portal (https://zoom.us/profile/setting):

Embed passcode in invite link for one-click join

Meeting passcode will be encrypted and included in the invite link to allow participants to join with just one click without having to enter the passcode.

Make sure the "Embed passcode in invite link for one-click join" setting is enabled **before** your class is scheduled to begin. If it is not, the students will be prompted to enter the passcode, which they will not have, and you SHOULD NOT give them. If your student reports being prompted for a passcode, check first that they are entering through Brightspace and you have this setting turned **ON.**

PLEASE NOTE: If you also use Zoom outside of Brightspace, you may want to disable this setting when you are hosting meetings outside of Brightspace to keep your other meetings secure. Changing the setting will affect the Invite Link of **every** meeting you have scheduled, not just those in Brightspace. Enabling and disabling this setting will not break any links you have already sent out or posted as long as the Passcode remains unchanged.