

HANDOUT: MYSTUDY ZOOM INTEGRATION

Create a permanent zoom conference for your course

Switch to your course and click on the "Online teaching" tab. In the "Video conference" section, click on the "Create a video conference" button. Fill in the form fields "First start", "Duration" and "Password", if necessary select another "Host", another "Encryption". Please refer to the information and the additional notes..

Notice:
If a Zoom meeting is not used for 30 days, it will be automatically deleted. In this case, please set up a new meeting.

Notice:
The password assigned here will be displayed in myStudy for students who are logged in.

Notice:
All teachers registered in the event, will be registered as alternative hosts and can start and lead the meeting.

See next page

Create a video conference for "myStudy Schulung"✕

First start **um**

The zoom meeting is created permanently (from the initial start date) for the entire semester.
Each zoom meeting must be started by you to allow students to participate.

Duration (in min.)

Password

Important! Please do not use your myStudy or Zoom password here. Instead, please assign a password that is not used for any other purpose.

Host

Select the host of this zoom meeting. The other lecturers are automatically registered as alternative hosts.

Encryption

► Notes about encryption

[Create a video conference](#)

Your Zoom meeting is created with point-to-point encryption (P2PE) by default.

To protect sensitive meeting content, you can also choose end-to-end encryption (E2EE).

Please note that the following features will then not be available: Join before host, cloud recording, streaming, live transcription, breakout room, 1:1 private chat, participation by phone. For E2EE, the number of participants is limited to 200 participants*.

Encryption is limited to 200 participants for a Zoom meeting.

[For more information on encryption, click here.](#)

View and information for teachers in myStudy

Please note:

- The video conference with the specified meeting ID has been created permanently. Each session must be started by you in your Zoom Client. (See below for instructions).
- Please make sure that the meeting ID in Zoom matches the meeting ID displayed in myStudy.
- Zoom meetings should always take place on the regular event dates.
- Please delete the video conference at the end of the semester or when it is no longer needed. If the Zoom meeting is not used for 30 days, it will be automatically deleted.

Video conference

The zoom meeting was created permanently.

Encryption method: Point-to-point encryption

► Notes about encryption

Each session must be started by you for students to participate. Please make sure that Zoom meetings are held on the regular course dates. The next date can be found at the top of the page below the course title. [Hilfe finden Sie auf den Seiten des Lehrservice.](#)

Students can join the conference by starting the ZOOM client and using the following meeting ID and password:

Meeting-ID: **95903405706**

Password: **1234567**

You can download the zoom client for Windows and MacOS from the Leuphana intranet (if necessary via VPN) via the following link in accordance with data protection regulations:

<https://www.leuphana.de/intranet/zoom.html>

Delete video conference

View and information for students in myStudy

Video conference

The date for the next Zoom meeting can be found at the top of the page below the course title.
The Zoom meeting will begin as soon as it is started by the lecturer.

As a student you can join the conference by starting the ZOOM client and using the following meeting ID and password:

Meeting-ID: **95903405706**

Passwort: **1234567**

You can download the zoom client for Windows and MacOS from the Leuphana intranet (if necessary via VPN) via the following link in accordance with data protection regulations:

<https://www.leuphana.de/intranet/zoom.html>

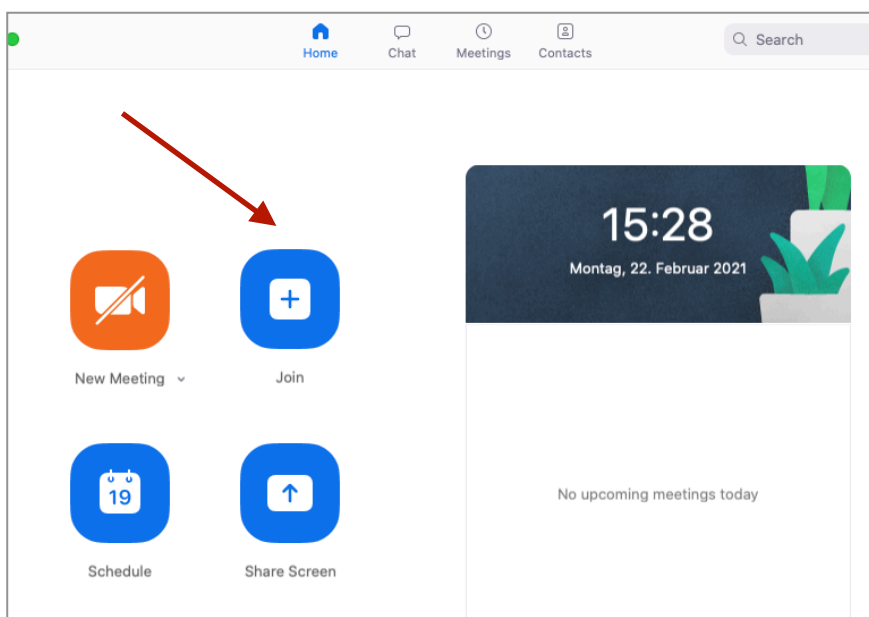
Please note:

- Only successfully registered students will find information about the video conference in myStudy.
- As a date for the next Zoom meeting, students will be referred to the next regular event date.
- The meeting ID and password are provided as text and must be entered by students in their Zoom client. The use of the Zoom link is not recommended for privacy reasons.

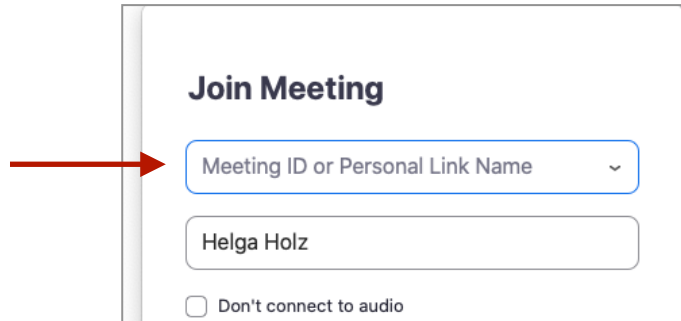
Start a created videoconference in Zoom

The video conference starts as soon as you start it.

To start the conference as host, open your Zoom client.
In the "Home" tab, click the "Join" button.



Enter the meeting ID,



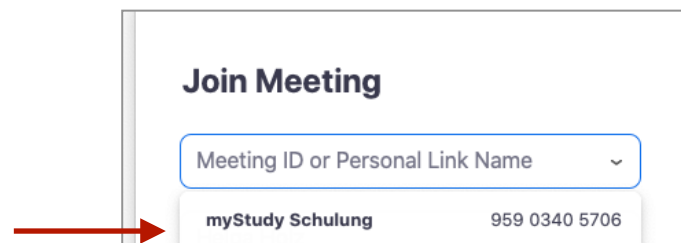
Join Meeting

Meeting ID or Personal Link Name ▾

Helga Holz

Don't connect to audio

or select it via
the dropdown box.

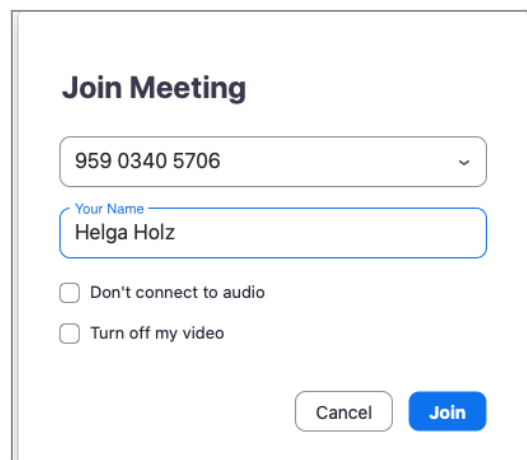


Join Meeting

Meeting ID or Personal Link Name ▾

myStudy Schulung 959 0340 5706

Click on the
on the "Join" button



Join Meeting

959 0340 5706 ▾

Your Name
Helga Holz

Don't connect to audio

Turn off my video

Cancel **Join**