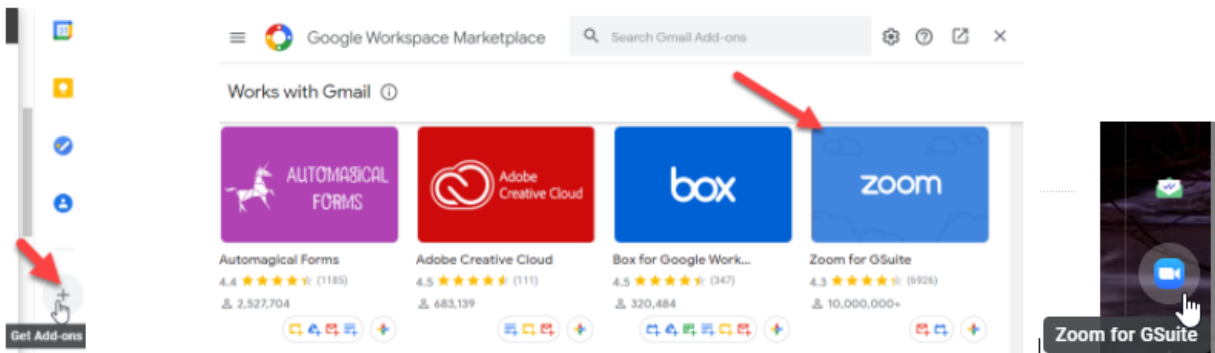


## ZOOM SCHEDULING MADE SIMPLE

Last week DTL shared information about making sure you had [the latest](#) so that you can be your Zoom greatest (How to Enhance Your Zoom Appearance). We also shared information about adding the [Zoom Scheduler Chrome Extension](#) to schedule meetings without having to go to the Zoom site.

You can also start a Zoom session with **individuals in an email conversation thread** very seamlessly directly from your email, and you can schedule Zoom meetings from your Google calendar effortlessly. Add the [Zoom for GSuite add-on](#) by going to Google apps, “More from Google Workspace,” and selecting Zoom for GSuite add-on. Or, go to your NCC email account, click the arrow in the bottom right to show your side panel, click the plus “+” sign, and choose the Zoom for GSuite app.



If you have any questions about using these tools or others, please reach out to DTL at [dtl@nashcc.edu](mailto:dtl@nashcc.edu).