



## MEMORANDUM

**To:** Faculty, University of Toronto Scarborough

**Cc:** Chairs & Academic Director  
Chairs' & Academic Director's Assistants  
Zoran Piljevic, Director, Information & Instructional Technology Services (IITS)  
Adon Irani, Manager, Educational Innovation & Academic Initiatives,  
Centre for Teaching & Learning (CTL)

**From:** Professor Karen L. McCrindle, Associate Dean Teaching & Learning and Director CTL

**Date:** 1 September 2020

**Re:** Zoom Education Licenses

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As announced yesterday, U of T staff and instructors can now access Zoom Education licenses to host interactive meetings with up to 300 participants at no charge - <https://act.utoronto.ca/zoom-information/>

Zoom is recommended for teaching purposes only if instructors have a plan in place to admit students from the waiting room. Using Zoom without the waiting room is highly discouraged since it is the main line of defence against Zoom-bombing, and the lecture could be accessed by anyone who has the link. A dedicated TA should assist with this in larger classes, where waiting room management will be more challenging.

To create a Zoom account - <https://act.utoronto.ca/zoom-information/>

Refer to <https://dc.med.utoronto.ca/zoom> for additional privacy recommendations.

For information about other ways to teach online - <https://act.utoronto.ca/enterprise-video-conferencing-video-meeting-resources/>

Please refer to the Teaching with Zoom tip sheet <https://www.utscc.utoronto.ca/vpdean/faculty-resources> for further guidance.

CTL is committed to advising and collaborating with all instructors and staff to support an interactive community of scholarly teaching excellence, inquiry and innovation. If you require assistance, please contact us at [ctl@utscc.utoronto.ca](mailto:ctl@utscc.utoronto.ca) and consult our Academic Continuity Resources at <http://uoft.me/AcademicContinuity>.

Best,

**Karen L. McCrindle, Ph.D.**

Associate Dean Teaching & Learning  
Director, Centre for Teaching & Learning