

# **Live Class Addon**

Ekattor School Management System

**Usage Guide**

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## Usage Guide:

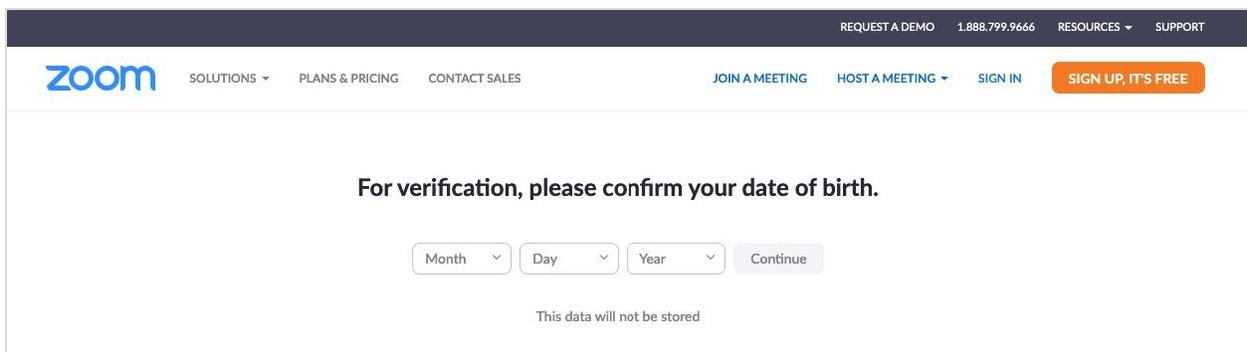
It looks like you have installed the Live class addon successfully, that's why you are here to check the usage.

First things first. Before we go further, let me show you the most vital thing. Which is to get **Zoom API Key** and **Zoom Secret Key**.

Please follow the steps below to create API credentials.

### #Account Creation

Create your zoom account following this link: <https://zoom.us/signup>



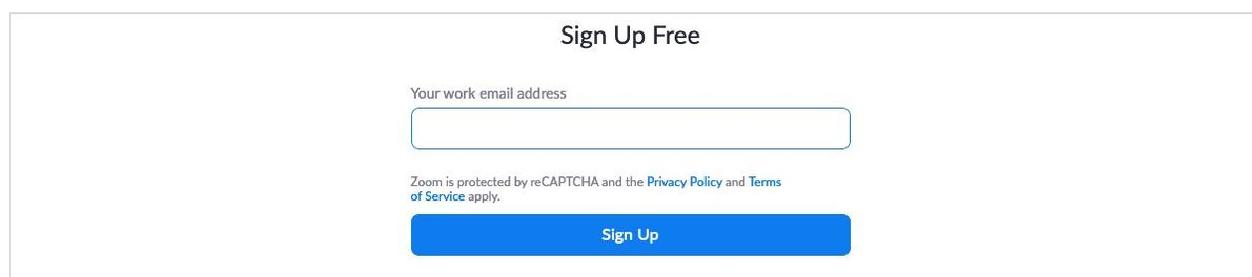
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For verification, please confirm your date of birth.

Month ▾ Day ▾ Year ▾ Continue

This data will not be stored



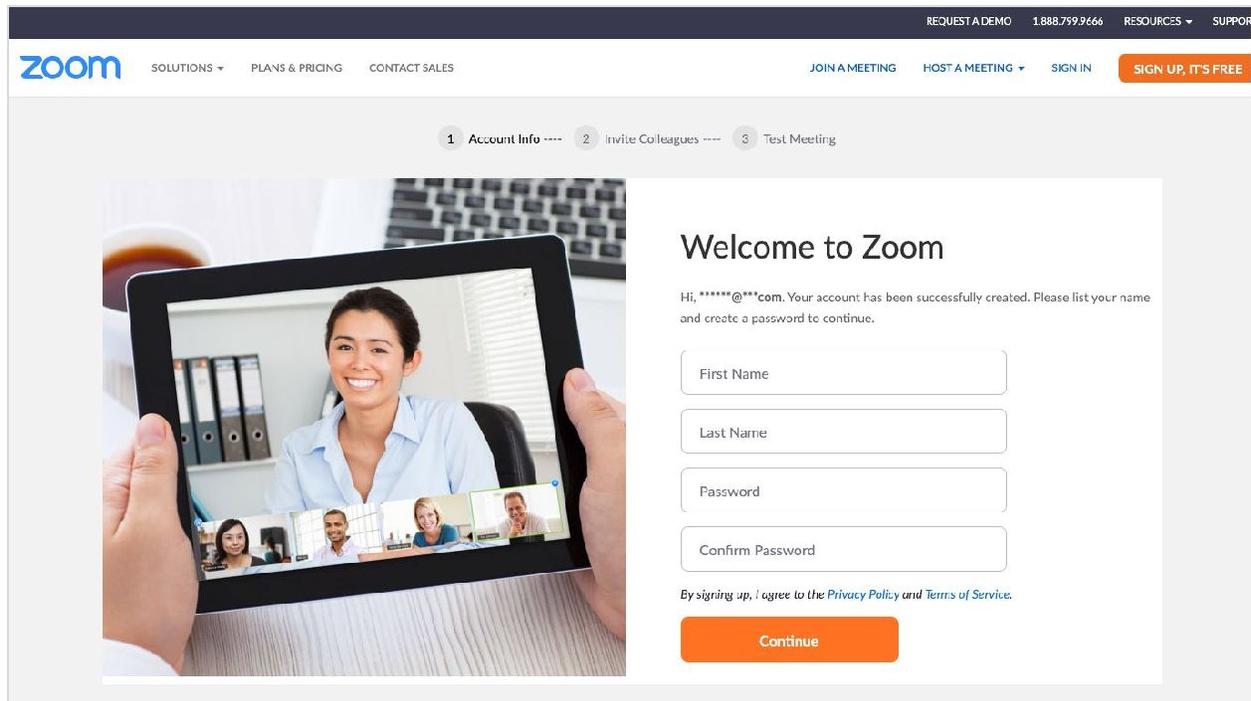
Sign Up Free

Your work email address

Zoom is protected by reCAPTCHA and the [Privacy Policy](#) and [Terms of Service](#) apply.

Sign Up

Fill up the form with given instruction and complete account creation by verifying your email address.



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1 Account Info ▾ 2 Invite Colleagues ▾ 3 Test Meeting

## Welcome to Zoom

Hi, \*\*\*\*\*@\*\*\*.com. Your account has been successfully created. Please list your name and create a password to continue.

First Name

Last Name

Password

Confirm Password

By signing up, I agree to the [Privacy Policy](#) and [Terms of Service](#).

Continue

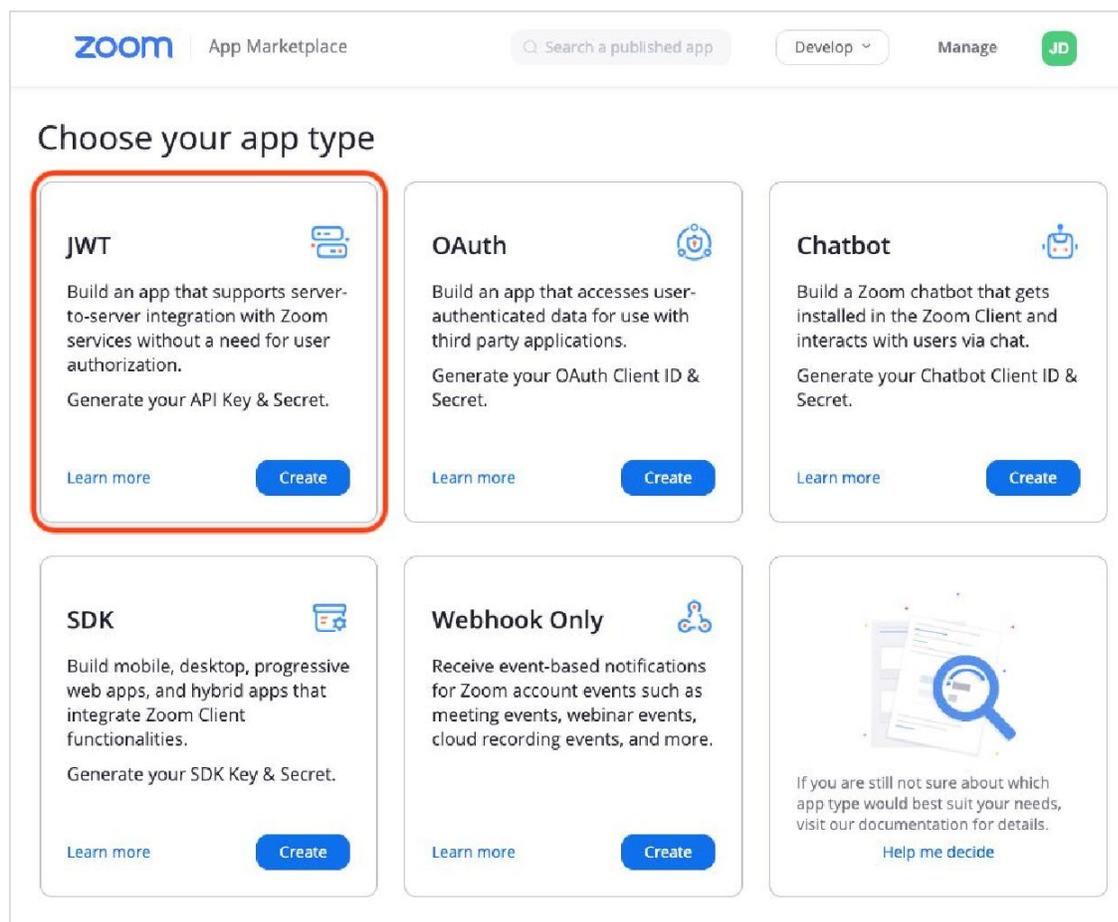
Finally go to your account page and complete the account signup process.

If you already have a zoom account, just ignore this step and login to your zoom account.

## # Obtain API keys

In this step, you have to create a new JWT app to generate your API keys. To do this, navigate to the link below and accept the terms of service:

<https://marketplace.zoom.us/develop/create>



Give it a name and create the app.

Now fill up the app information form as instructed and then click “Continue”:



UPLOAD

**Information**

App Credentials

Feature

Activation

## My Online Course

Intent to publish: No Account-level app JWT Credentials

### Basic Information

App Name 16/50 Short Description

My Online Course Short description

Company Name

Your Lms Company

### Developer Contact Information

Name

John Doe

Email Address

\*\*\*\*@gmail.com

### Links (optional)

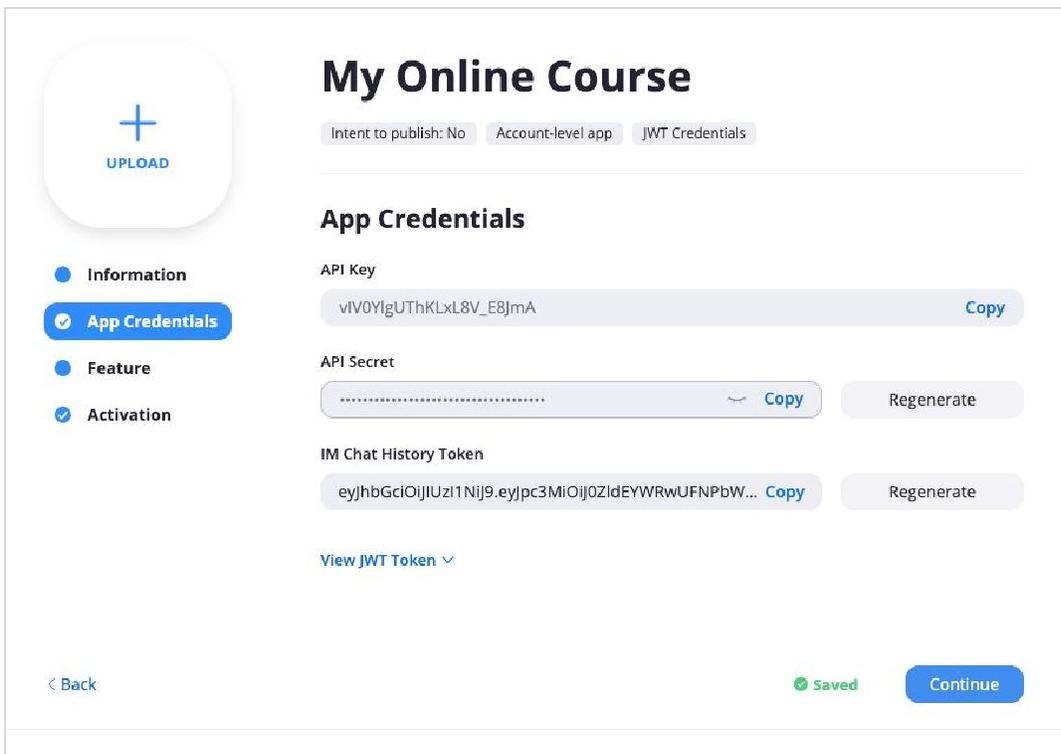
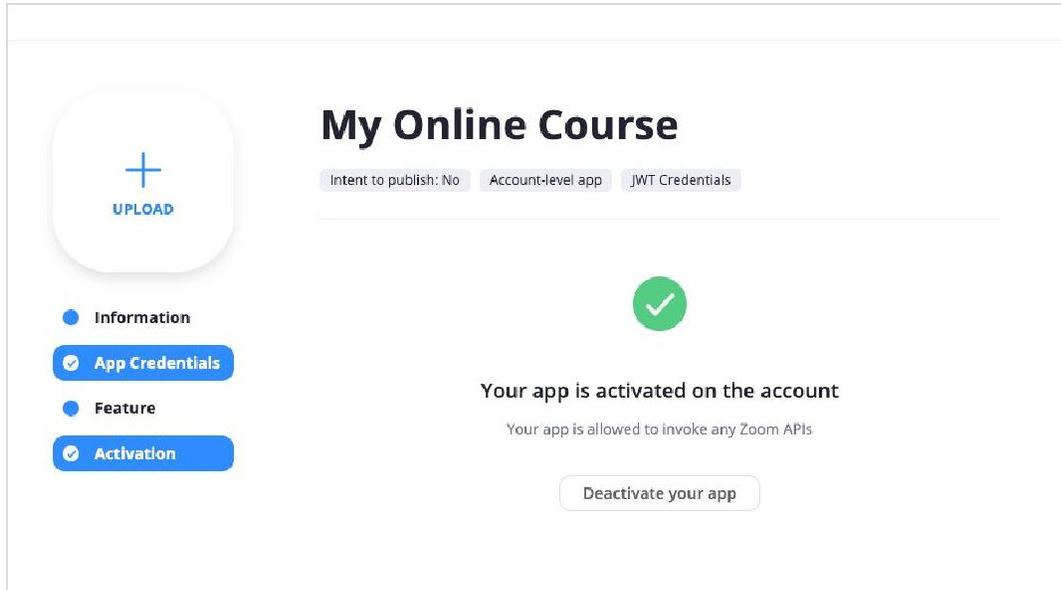
Privacy Policy URL

Provide a URL link to the privacy policy for your app

https://yourcompany.com/policy

Saved

Skip the next steps and go to “Activation”. You will see the confirmation screen of your app creation.



Now come back to the “App credentials” tab.

Here you will get the API key and the Secret key, those will be required in the next step.

This addon can be used for 4 different user roles.

1. Superadmin
2. School admin
3. Teacher and
4. Student

### **Superadmin usage:**

Superadmin will get the Live class menu on the left side bar after installing the addon. It will have a submenu for setting live class.

Superadmin will provide the required “**Zoom API Key**” and “**Zoom Secret Key**”.



The screenshot shows a form with two input fields and a button. The first field is labeled 'Zoom api key' and contains the text 'AV [redacted] :3w'. The second field is labeled 'Zoom secret key' and contains the text '9Z: [redacted] Jr74'. Below the fields is a dark grey button with the text 'Update live class settings'.

### **Admin Usage:**

Admin and Superadmin usage are pretty much the same. Both will set up the live class settings.

### **Teacher Usage:**

Teachers will be able to create live class meetings via Ekattor. After logging in as a teacher, the teacher will be able to find a menu named “Live Class” on the left side bar.

Click on the **Add New** to create a new live class meeting.

This view will appear when the teacher is going to create a new live class.

**Date**

Live class schedule (Date)

**Time**

Live class schedule (Time)

**Class**

Select a class

**Subject**

Select a subject

**Zoom meeting id**

Provide zoom meeting id

**Zoom meeting password**

Provide zoom meeting password

**Upload attachment** (You can upload attachments)

SELECT A FILE

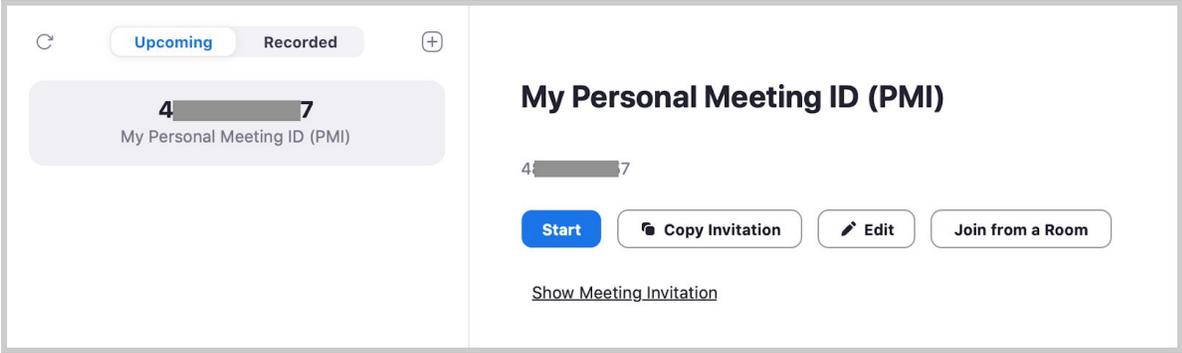
**Topic**

Provide topic

Now let's discuss how a teacher will get **Zoom Meeting ID** and **Zoom Meeting Password**.

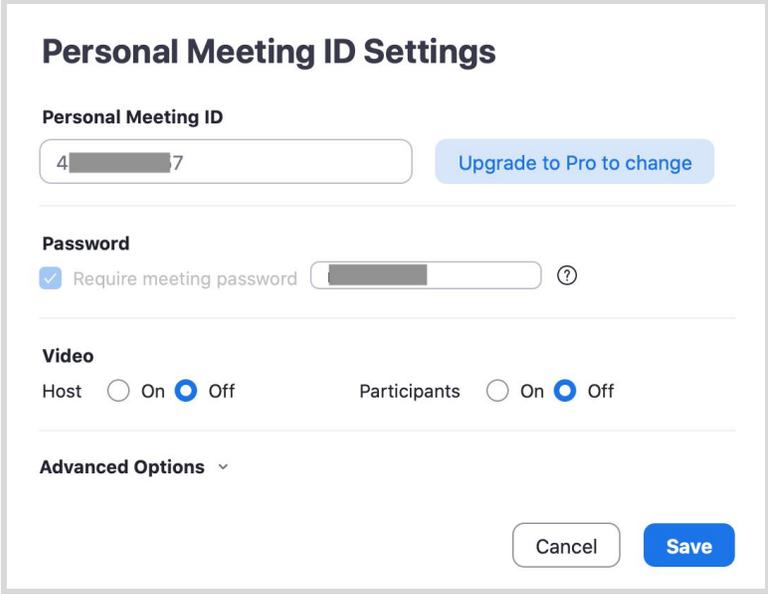
Go to <https://zoom.us/signin> to sign in to Zoom. But we suggest you download their official app which is more convenient to work with.

After logging in, Go to the “**Meetings**” tab. You will find the view below.



From here you can see the meeting id which is constant for free package of zoom. Copy that meeting id for further steps.

Now, If you click on the “Edit” button you will see the view below.



Here you can see your constant meeting id and Password below.

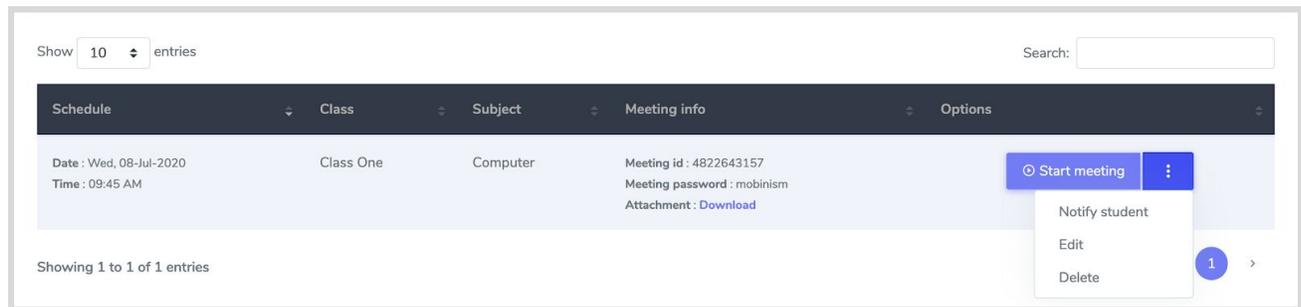
You can change your password. This password is only eligible for your personal meeting id. It's like a personal meeting id and personal password.

**Copy the Password also to work with further steps.**

As teacher when you are creating a meeting you will need to provide this Personal Zoom Meeting ID and Personal Zoom Meeting Password inside the zoom meeting id and zoom meeting password field.

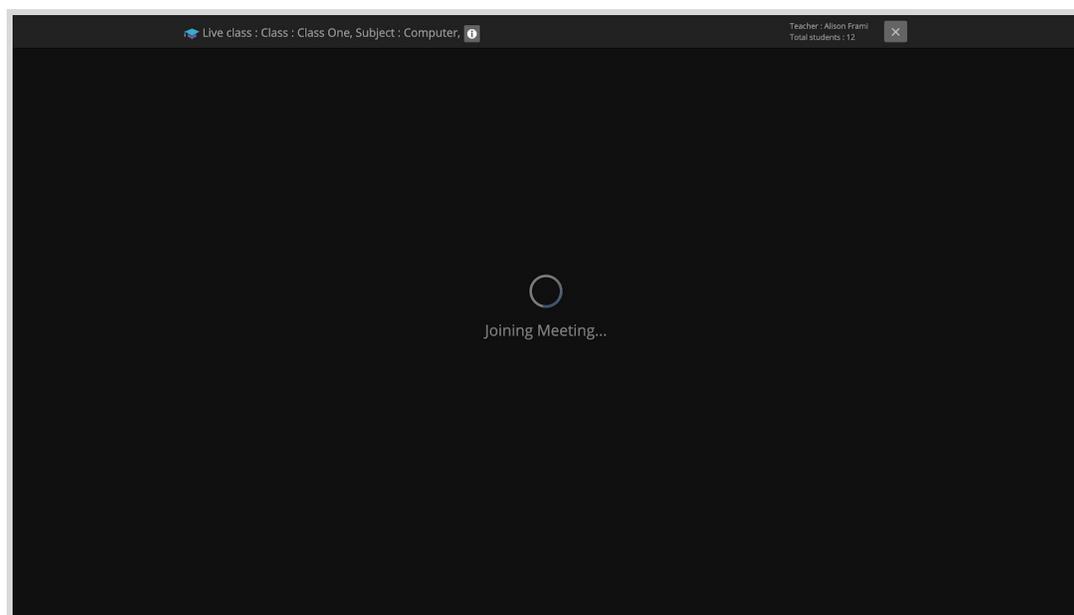
After providing all the required data click on the Create meeting button to create a meeting.

You will see meetings created by you inside “Your Live Class” submenu.



You can Edit or Delete an existing meeting. You can also notify the students about the meeting via email.

When you need to start the meeting just click on the “Start Meeting” button. You will not need to do anything else. It will start a meeting using your meeting id and password you copied from Zoom.



**Student Usage:**

Students will also get a Live class menu on their panel. After clicking on the “Your live classes” will take him to the created live classes.

They can join in that meeting by clicking on the “**Join**” button. As simple as that.