

# **Zoom Integration Documentation**

Effective date: December 7, 2023

### Adding the App

When logging into the <u>talka insights app</u>, the user will see a button with the Zoom symbol in the bottom left corner. By clicking on it the user will be redirected to the Zoom login and consent page, accepting the necessary scopes the user will return to the talka insights app with this Zoom application successfully added.



#### Usage

Once this Zoom application has been added to the talka insights user's account, the user can also connect their calendar to talka insights, from that calendar we have access to the Zoom meetings that the user is going to do, and we will automatically send our bot to record the meeting with the consent of the user in question.

## **Removing the App**

By removing the Zoom application app, our Zoom bot will no longer join or record user meetings and will not upload them to the talka insights system. As such, user meetings will need to be recorded by the user and uploaded manually if they wish to continue using our system.

If you wish to remove the Zoom application, the user can proceed with the following steps:

- 1. Login to your Zoom Account and navigate to the Zoom App Marketplace.
- 2. Click **Manage >> Added Apps** or search for the "Talka Insights" app.
- 3. Click the "Talka Insights" app.
- 4. Click Remove.

## **Contact Support**

• For any queries regarding this Zoom integration with talka insights, users can contact us at: support@talka.ai