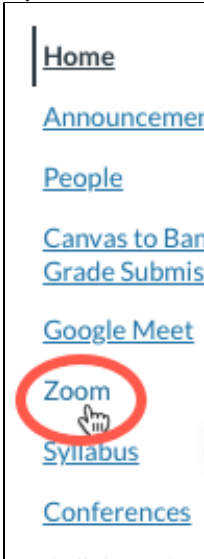


How can I view who attended my Zoom meeting in Canvas?

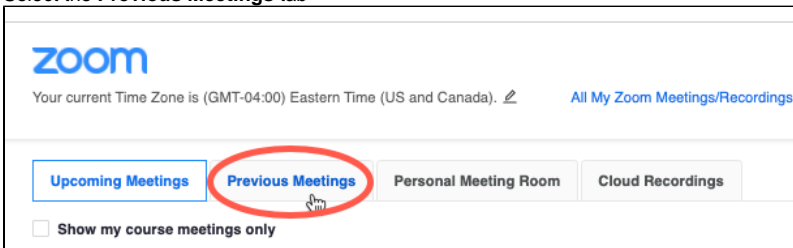
Tell Me

You can view who attended a Zoom meeting that was scheduled through Canvas and export the list as a .csv file

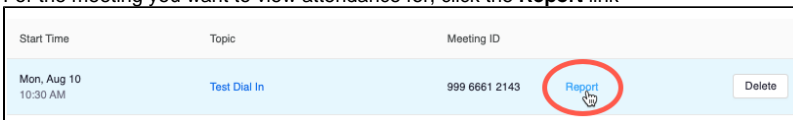
1. In your course, click the **Zoom** link



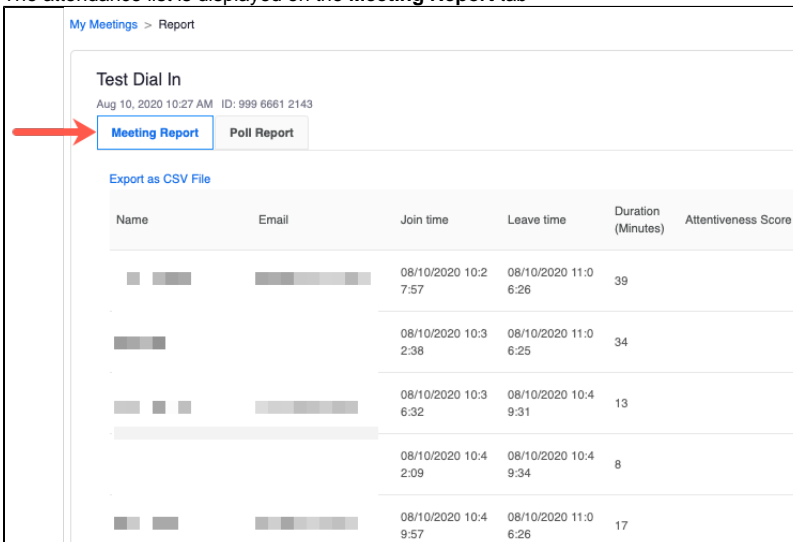
2. Select the **Previous Meetings** tab



3. For the meeting you want to view attendance for, click the **Report** link



4. The attendance list is displayed on the **Meeting Report** tab



5. Click the **Export as CSV file** link to download the list into an Excel file

Name	Email	Join time	Leave time	Duration (Minutes)	Attentiveness Score
[Redacted]	[Redacted]	08/10/2020 10:27:57	08/10/2020 11:06:26	39	
[Redacted]	[Redacted]	08/10/2020 10:32:38	08/10/2020 11:06:25	34	
[Redacted]	[Redacted]	08/10/2020 10:36:32	08/10/2020 10:49:31	13	
[Redacted]	[Redacted]	08/10/2020 10:42:09	08/10/2020 10:49:34	8	
[Redacted]	[Redacted]	08/10/2020 10:49:57	08/10/2020 11:06:26	17	

6. You can open Excel to view the attendance list

Name	Join Time	Leave Time	Duration(Minutes)	Alternative Score
[Redacted]	8/10/20 10:27	8/10/20 11:06	39	
[Redacted]	8/10/20 10:32	8/10/20 11:06	34	
[Redacted]	8/10/20 10:36	8/10/20 10:49	13	
[Redacted]	8/10/20 10:42	8/10/20 10:49	8	
[Redacted]	8/10/20 10:49	8/10/20 11:06	17	
[Redacted]	8/10/20 10:51	8/10/20 11:06	15	

Related FAQs

- [What is the participant limit on a Zoom meeting?](#)
- [What are Zoom accessibility best practices?](#)
- [How do I access the Zoom link for a session I'm training?](#)
- [How does polling work in Zoom?](#)
- [What Zoom updates and news might help with using Zoom in the classroom?](#)