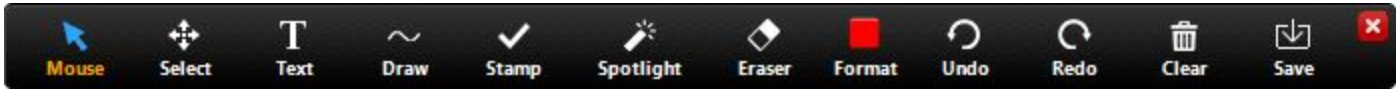
Exploring Zoom



Accessing annotation tools if you are viewing a shared screen

While viewing a shared screen or shared whiteboard, click View Options then Annotate at the top.

Annotation tools

You will see these annotation tools:

Lions Bay
Bowen Island
West Vancouver
North Vancouver (District)
North Vancouver (City)
Anmore
Belcarra
Coquitlam
UEL
Vancouver
Burnaby
New Westminster
Port Moody
Port Coquitlam
Pitt Meadows
Maple Ridge
Richmond
Delta
Surrey
Langley Township

Agenda

1. Burning Qs
2. Zoom interface
3. Roles
4. Considerations
5. Setting Up your Session
6. Interactivity
    a. Non-verbal communication
    b. Breakouts
7. Sharing Content
8. Setting Up your Session
9. Moderation Best Practices

Host: All Powerful

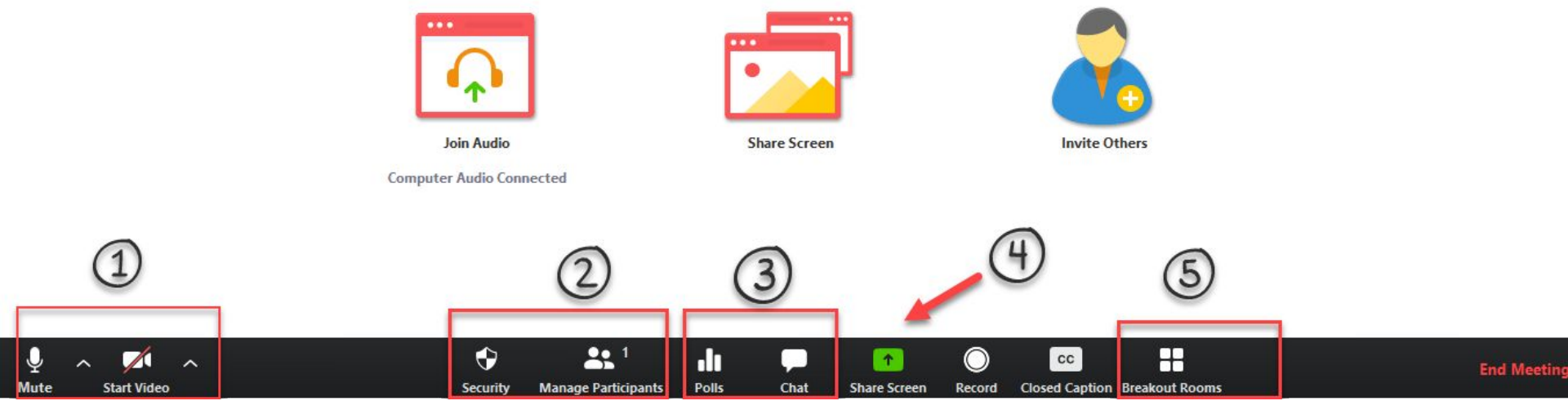
Co-host **Can**

- Manage attendees
- Move someone to the waiting room

Co-host **Cannot**

- start a session
- create breakout rooms
- Make someone a host

Meeting Roles


Join Audio
Computer Audio Connected
Share Screen
Invite Others
1
2
3
4
5
Mute
Start Video
Security
Manage Participants
1
Polls
Chat
Share Screen
Record
Closed Caption
Breakout Rooms
End Meeting

Key Considerations

Student Privacy

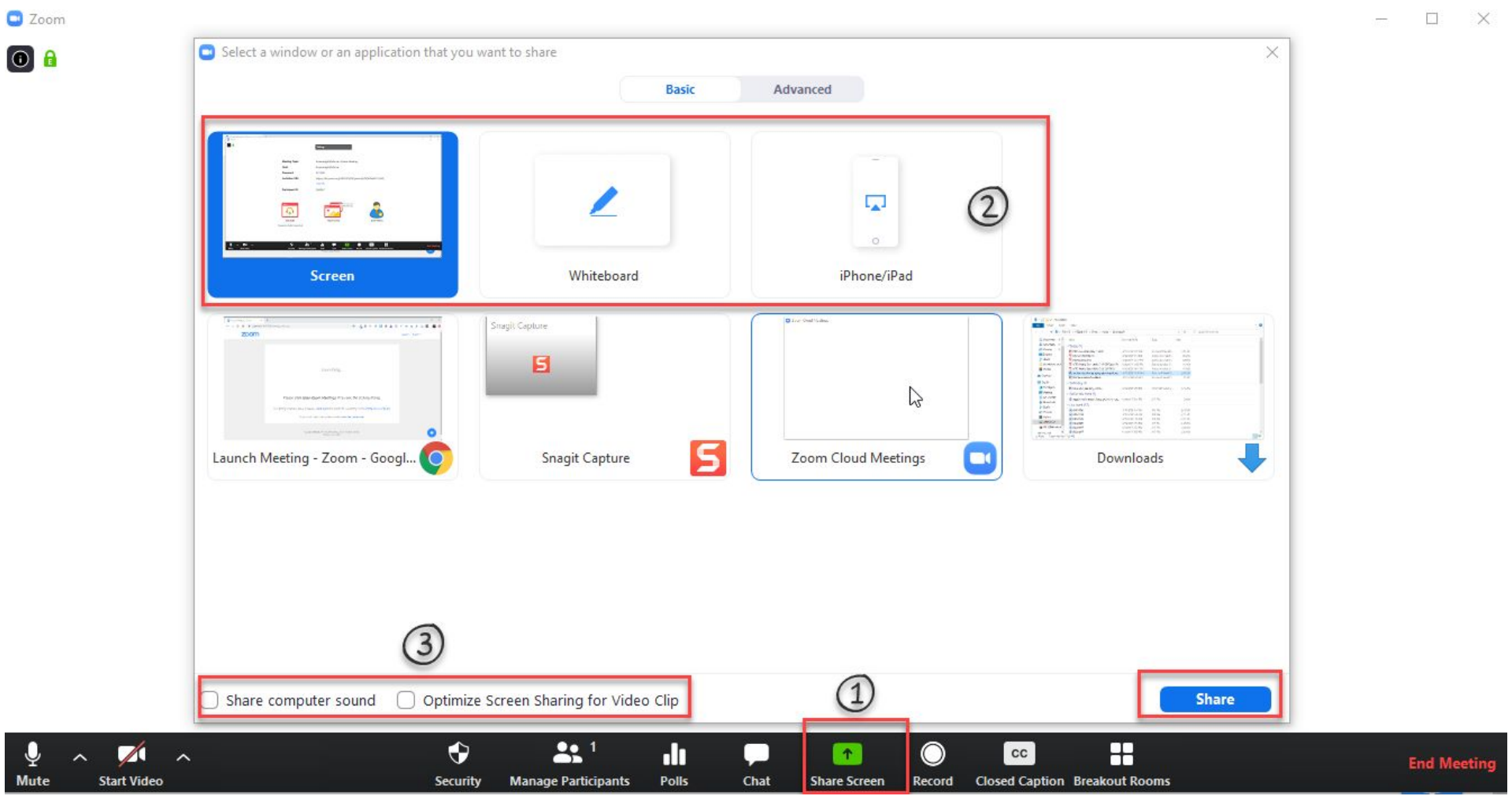
Student Access

Flexibility

Setting Up Zoom Meetings

1. Sharing options
2. Sharing powerpoint slides
3. Sharing a whiteboard

Sharing Content


Zoom
Select a window or an application that you want to share
Basic
Advanced
Screen
Whiteboard
iPhone/iPad
2
Launch Meeting - Zoom - Googl...
Snagit Capture
Zoom Cloud Meetings
Downloads
3
Share computer sound
Optimize Screen Sharing for Video Clip
1
Share
Mute
Start Video
Security
Manage Participants
1
Polls
Chat
Share Screen
Record
Closed Caption
Breakout Rooms
End Meeting

Sharing Whiteboards

1. Polls
2. Non-verbal communication
3. Breakout rooms

Interactivity

Talking: lucas.wright@ubc.ca

Meeting Topic: lucas.wright@ubc.ca's Zoom Meeting

Host: lucas.wright@ubc.ca

Invitation URL: https://ubc.zoom.us/j/889078669

Copy URL

Participant ID: 421759

Join Audio

Computer Audio Connected

Share Screen

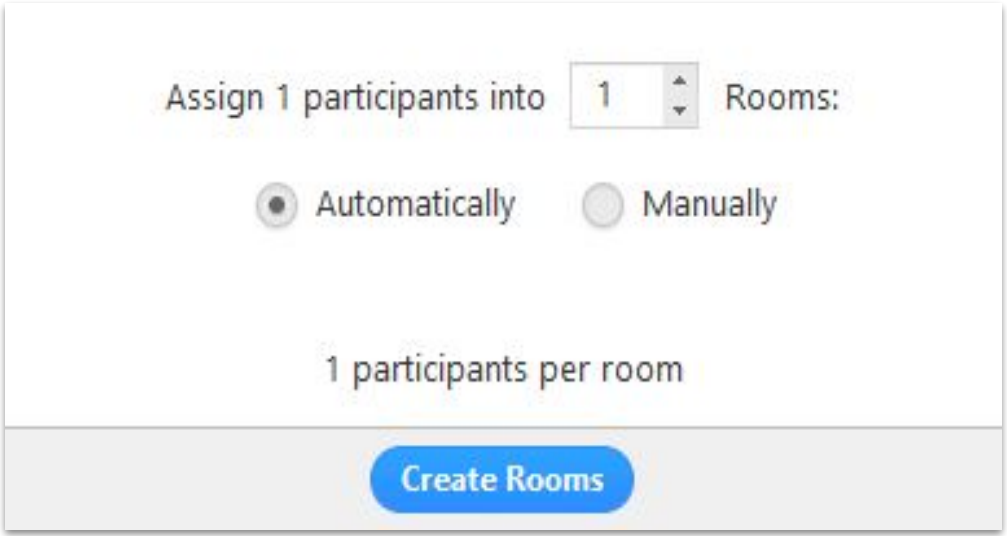
Share (Alt+S)

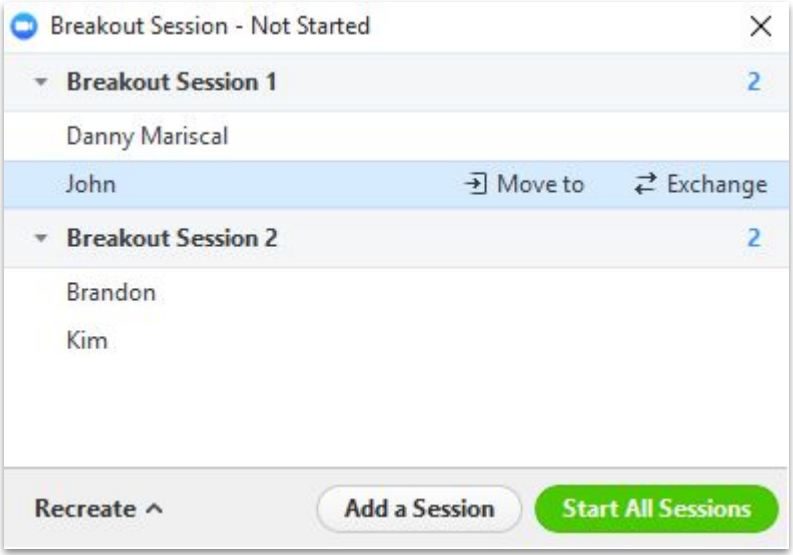
Invite Others

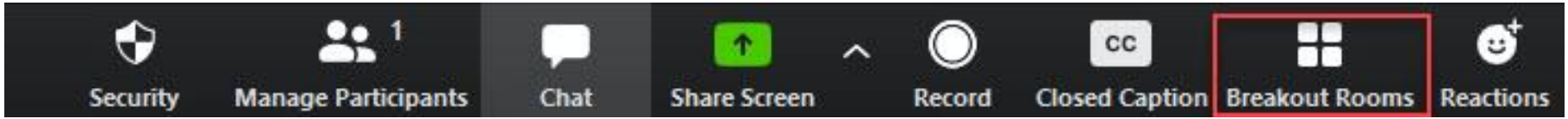
Mute | Start Video | Invite | Manage Participants 1 | Polls | Share Screen | Chat | Record | Closed Caption | Breakout Rooms | End Meeting

1. Create up to 50 breakout rooms.
2. Host or co-host can join each room
3. Send broadcast messages to multiple rooms
4. Participants can share screens, chat and share video

Break out rooms


Assign 1 participants into 1 Rooms:
Automatically
Manually
1 participants per room
Create Rooms


Breakout Session - Not Started
Breakout Session 1 2
Danny Mariscal
John
Move to
Exchange
Breakout Session 2 2
Brandon
Kim
Recreate
Add a Session
Start All Sessions


Security
Manage Participants
1
Chat
Share Screen
Record
CC
Closed Caption
Breakout Rooms
Reactions

Effective Practices

Effective Practices: Teaching

- Set and discuss your online etiquette and expectations
- Consider the bandwidth limitations some students have and try to rely less on high-bandwidth tools such as video and screen sharing.
- Share a document or slide at the beginning of each class that lays out an agenda
- Utilize the whiteboard or annotating feature for shared documents.
- Use the polling feature to increase interactivity in the class
- Pause regularly to promote responses from your class.
- Consider allowing students to take over screen control and present or share projects with the class.
- Balance synchronous and asynchronous teaching

Best Practices: Technical

- Find a private, quiet, well-lit room
- Use an external microphone
- When you schedule a lecture, pre-set your meeting to mute participants' microphones upon entry.
- Ask students to join the session a few minutes early to test their connection, microphone, and camera before the lecture begins.

Best Practices

- If you experience lag time when presenting, try turning off your video, if you can.
- If possible, get someone (e.g., teaching assistant) to help monitor questions and handle technical troubleshooting with students during the lecture.
- Protect against Zoom bombing
- Students do not need to create an account to access Zoom sessions