

# Engage students synchronously and asynchronously in online teaching

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VITAL: Andy Cui

# Synchronous Definition

Synchronous learning, which means at the same time requires interacting with an instructor through the Internet in real-time.

Synchronous means that an *instructor is present* when the course is delivered, even though the course might be delivered remotely over the Internet.

(Richard, 2009).



# Asynchronous Definition

Asynchronous, which means, "not at the same time," allows the learners to complete the web based training on his own time and schedule, without live interaction with the instructor.

Asynchronous type classes are completely the opposite of synchronous classes which means that the *instructor does not need to be present*, therefore allowing learners to learn anytime, at their convenience.

(Richard, 2009).

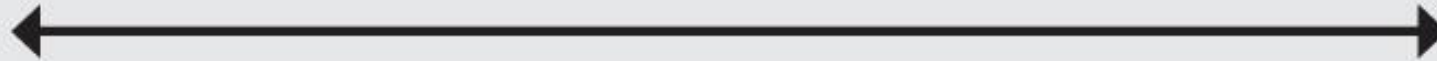


**Figure 1**

**Cognitive and Personal Dimensions of E-Learning**

Asynchronous E-Learning

Synchronous E-Learning



**Cognitive Participation**

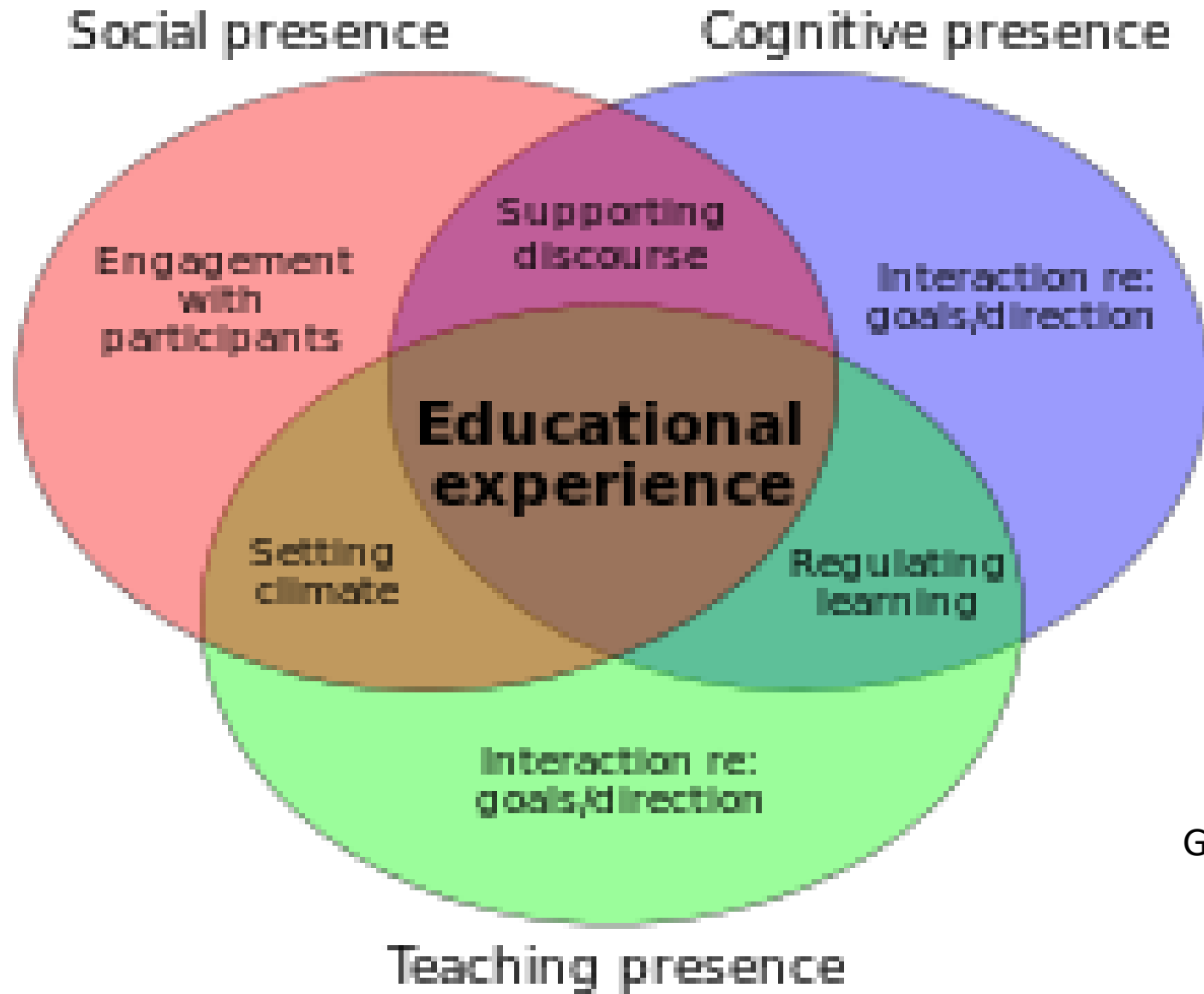
increased reflection and ability  
to process information

**Personal Participation**

Increased arousal, motivation  
and convergence on meaning

# Analyze your strengths and weaknesses

- Identify teaching strengths/what you like to do and think about how you can translate them into online teaching behaviors
- Identify teaching weakness/what you don't like to do and think about how you can enhance those teaching behaviors



# Community of Inquiry

Garrison, Anderson, and Archer (2000)

# An architecture of engagement

- **Syllabus communication and engagement policy**
  - Policies, procedures, and mechanics about how to communicate and learn
  - Explicit instructions on delivery mode
  - Online participation and collaborative work requirements
  - Technology requirements
  - Technical support
  - Information pertaining to your teaching presence online

# An architecture of engagement

- Syllabus communication and engagement policy
- **Course orientation**
  - Description of course purpose, content, . Student learning outcomes, objectives
  - Course structure and timetable
  - Outline of weekly study units
  - Sequence of learning activities
  - Core learning resources
  - Assessing students
  - Success in the online environment.



# An architecture of engagement

- Syllabus communication and engagement policy
- Course orientation
- **Course site setup**

Course Introduction
Syllabus
My Instructor
Announcements
Week 1: Topic Name
Week 2: Topic Name
Week 3: Topic Name
Week 4: Topic Name
Week 5: Topic Name
Week 6: Topic Name
Week 7: Topic Name
My Messages
My Grades
Discussion Board (Delete if not used)
Blogs (Delete if not used)
Groups (Delete if not used)
Villanova Technology Support
Blackboard Help

Welcome to Week 1



## Weekly Objectives

This week, we define public administration as a field of study and career opportunity. We discuss ways to reconcile bureaucracy and democracy in the United States. Further, we review the inventory of skills public administrators use.

### After completing this lesson, you should be able to:

- Recall facts and scholars including Woodrow Wilson, Leonard White, David Rosenbloom, Robert Katz, Richard Selman, Daignt Waldo, Lester Salamon, and H. George Frederickson
- Define democracy, bureaucracy, and public administration
- Explain the differences between private and public sectors
- Apply the concepts of bureaucracy, efficiency, democracy, responsiveness, and public service

## Video Presentations

[Define Public Administration](#) (10 minutes 59 seconds - Click link to watch video)

What is public administration? In this video, we define public administration by focusing on the meaning of seven concepts used in Villanova's definition.

[Reading Academic Journal Articles and Writing Blogs](#) (6 minutes 20 seconds - Click link to watch video)

What are the components of an effective blog? How do we efficiently interpret the findings of an academic research article? This video will provide helpful tips for reading academic articles and writing effective blogs, two skills that will contribute to your success in this course.

## Readings

- Chapter 1: Personal Action in Public Organizations
- CourseReader: Doverspile, The Public Sector as a Career Choice: Antecedents of an Expressed Interest in Working for the Federal Government

## Quiz (placeholder)

The quiz is based on materials covered in Weeks 1 and 2. The questions will test your knowledge of theories, concepts, and practices discussed in the reading assignments and video lectures.

This quiz is "open book" and consists of 15 multiple-choice questions and five true/false questions.

Duration: 45 minutes  
Number of attempts: One  
Value: 11.6 points  
Due: Sunday by 11:59 p.m. ET

## Discussion/Blog (placeholder)

Directions:

Read the content provided below. Write a blog post to answer the question: *What would you do?*

The budget of the Parks and Recreation Department that you read is stretched to the limit. The city council seems unwilling to add any resources to support new programs you think would benefit the community. You have called a staff meeting to consider alternative sources of revenue, but now you wonder: if the council will be offended if you try to come up with funds on your own to do something they chose not to support. What would you do?

Parameters:

- Your response must be between 200 and 300 words and is due Wednesday by 11:59 p.m. ET
- You must respond to one other post; your response must be 100-150 words and is due Sunday by 11:59 p.m. ET

Value: 5 points

Comments to classmates' postings should be substantive and not cursory. You should avoid comments that just state "I agree" or "great idea." If you agree or disagree with your peer's response, provide supporting rationale as to why, using your class readings or other information gained from the course and real life situations.

## Assignment (placeholder)

Directions:

Answer the following questions:

- How would you characterize your level of emotional intelligence?
- Out of 20 photos, how many do you expect to answer correctly? Why?

After you have completed the test, answer the following questions:

- Complete the assessment and submit your score
- How well did you do?
- Were you surprised by your results? Why or why not?
- How can one's level of emotional intelligence affect his or her leadership ability?

Parameters:

- Must be one to two pages long, double spaced, 12 point Times New Roman font, with one-inch margins
- Write your name on the upper left-hand corner of the first page
- Submit the paper by clicking on the Reflection Paper link above

Due: Wednesday 11:59 p.m. ET

Value: 5.2 points

## Week 1 Live Session

Click on the "Week 1 Live Session" link above to access this week's live session or use the "Link to Live Sessions and Live Sessions Recordings" on the left-hand course navigation menu.

To learn more about using Zoom, please review the Zoom guide located [here](#) (pdf file)

Before coming to this session, study the following section of your textbook:

- Chapter 1: Personal Action in Public Organizations
  - Questions
    - "One of the most important trends in American society is the increasing interaction of business and government." This quotation signals the need for better recognition and understanding of the interactions between business and government. Discuss the importance of this interaction and why a clear understanding of the relationship between the public and private sector is necessary.
    - The differences between public administration and business management are profound. Explain how the two fields are alike and how they differ. Why are the two terms not interchangeable?
    - How did early scholars, such as Woodrow Wilson, view the role of public administration in a democracy?
    - What is the role of "publicness" in defining the work of public and nonprofit managers?
  - Case 5

Value: 2.5 points

Your instructor will use the questions listed above for this week's virtual class to guide the discussion. You should think about how you will answer the questions, but you are not required to write answers to the questions. Class attendance and active participation account for 20% of your final grade. Your instructor will notify you of the day and time for these sessions.

**Missed Live Session:** Participating in virtual class discussions is an important component of the course. If you cannot attend a live session, let the instructor know in advance if possible.

# Asynchronous online activities

- **Providing course content online**
  - Reading
  - Graphics
  - Media

# Asynchronous online activities

- Providing course content online
- **Class communication**
  - Before course starts
  - Q & A / Cyber Cafe
  - The first week of class
  - Each week
  - Office Hours
  - Formative feedback

# Asynchronous online activities

- Providing course content online
- Class communication
- **Asynchronous online discussions**
  - Structure meaningful discussion questions
  - Make expectations clear.
  - Set up and facilitating discussion boards
  - Use group discussions.

# Asynchronous online activities

- Providing course content online
- Class communication
- Asynchronous online discussions
- Online assignments and quizzes
- Social media tools: VoiceThread, Blog, Journal,
- Collaborative environment: Groups in Bb, Office 365 tools, and more

# Synchronous Online Engagement

- **Pre work**

- Making connections!
- Ask participants to come with one burning question  
QQTP activity
- Meeting preparation and setup

# Synchronous Online Engagement

1. Communicating rules
2. Setting the stage
3. Connecting activities
4. Facilitate but not dominate
5. Invite learners to co-host
6. Group work
7. Guest speaker
8. Assessing live participation
9. Virtual office hours
10. Tools: screensharing, breakout rooms, polling, chat, whiteboard, annotation, etc.

# Engaging students with technologies

- Asynchronous Technologies
  - Bb Announcement
  - Discussion Boards
  - Bb Inline Grader Tool (for use with Bb Assignments)
  - Yellowdig and VoiceThread
- Synchronous Technologies
  - Zoom (screen sharing, sharing video/audio, spotlight video, polling, breakout rooms, reactions)



# Ongoing Training

VILLANOVA UNIVERSITY  
**UNIT**

ENHANCED BY Google

APPLY | GIVE | MY NOVA |  
WEBMAIL | ELEARNING

ABOUT | ADMISSIONS | ACADEMICS | LIBRARY | ON CAMPUS | ATHLETICS | ADVANCEMENT

UNIT / Help and Support / Training Services / Workshops Schedule

- UNIT
- Help and Support
  - Unit Service Desk
  - Training Services
    - Workshop Descriptions and Resources
      - Workshops Schedule**
      - Skillsoft Online Learning
    - SharePoint Online
    - Scheduled Maintenance
    - Off Hours Support
- About
- University IT Policies
- Account Information
- Instructional Technology
- Employee Services
- Faculty Technology Services
- Student Services
- Wildcard
- Networks & Connectivity
- Security Center
- Marketing & Communications
- VU Software Catalog
- Working Remotely


## Workshops Schedule

### Upcoming UNIT Workshops


Below is a listing of upcoming workshops. Click the title to begin registration. You will receive a confirmation within 24 hours.

To view all UNIT Workshops on the campus calendar, [click here](#). Scroll down to see all offerings for the next six months, then click the workshop for which you want to register.


#### Upcoming Events


 **Yellowdig Engage is Coming to Villanova**  
5/20/2020, 11:30 AM


**Engaging Students Synchronously and Asynchronously**  
5/20/2020, 2:00 PM

 **VoiceThread**  
5/20/2020, 2:00 PM

**How to use digital whiteboards in your micro-lectures**  
5/20/2020, 3:00 PM

 **Creating micro-lectures for summer courses with Mediasite Desktop Recorder**  
5/20/2020, 4:00 PM

 **Blackboard Exams and Grade Center**  
5/21/2020, 11:00 AM

 **Creating micro-lectures for summer courses with Mediasite Desktop Recorder**  
5/21/2020, 2:00 PM

### Useful Links

- [UNIT Workshop Calendar/Registration](#)
- [Skillsoft Login Workshop Descriptions and Resources](#)  
Skillsoft Online Learning Information
- [Instructional Technologies Website](#)
- [Apple Mac Video Tutorials](#)

### Our Trainers

UNIT provides several certified trainers or subject matter experts (SMEs) to deliver the training content to you. UNIT's **Instructional Technologies Department** provides additional classroom technologies training.

Some of Our Trainers:

- Rose DiSalvo**, Web Design Trainer and Subject-Matter Expert
- Susan Hill**, Banner Trainer and Subject Matter Expert
- Bryan Hines**, Web Design

# Ongoing Training & Support

- We are also available to work with you one-on-one
- To get that support, please reach out to [support@villanova.edu](mailto:support@villanova.edu) or who you normally work with within UNIT-Learning Technologies on your Bb questions.

# Bb Announcement Tool

- Announcements is a way to post time-sensitive information critical to course. Announcements are typically added for following course activities:
  - Reminders/changes to due dates for assignments and projects
  - Changes to your syllabus
  - Corrections/clarifications of materials
  - Exam schedules
- You can add, edit, and delete announcements from the *Announcements* page. When you add an announcement, you can also send it as an email to students in your course. Students receive the announcement even if they don't log into your course.
- New and older Announcements remain listed on the Announcements Page



- ▼ Spr20
  - Announcements
  - Syllabus
  - Course Calendar
  - My Professor
  - University Policies
  - System Requirements

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- Week 1
- Week 2
- Week 3
- Week 4
- Week 5
- Week 6
- Week 7
- Week 8

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- Discussion Board
- Assignments
- Villanova Mail
- Live Sessions
- My Grades

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- Downloadable Media

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- Blackboard Help

## Announcements

*New Announcements appear directly below the repositionable bar. Reorder by dragging announcements to new positions. Move priority announcements above the repositionable bar to pin them to the top of the list and prevent new announcements from superseding them. The order shown here is the order presented to students. Students do not see the bar and cannot reorder announcements.*

Create Announcement

New announcements appear below this line

### Supplemental resources

Posted on: Friday, January 17, 2020 10:23:32 AM EST

**Writing Tutor:** Students should send her an email at @villanova.edu to briefly explain the assignment which they are seeking assistance on and when it is due.

**Tutoring Services for Speaking and Presentations:** email or book an appointment online at

**Learning Support Services:** email learning.support.services@villanova.edu

**VU Falvey Librarian for HRD:**

Posted by:  
Posted to: Spr20\_

### Help line for connection issues

Posted on: Tuesday, January 7, 2020 11:19:14 PM EST

If you are having difficulty with your connection or other issues during our class together,

Posted by: Richard  
Posted to: Spr20\_

### class times and office hours

Posted on: Monday, January 6, 2020 7:41:30 PM EST

Our class will beheld on Tuesdays from 830 PM ET to 1030 PM ET.

Office hours will be held from 730 to 820 ET and after class until 1100 PM ET

Posted by: Richard  
Posted to: Spr20\_

Posted by: Richard

# Bb Discussion Tool

- Discussions are a good way to encourage students to think critically about your coursework and interact with each others' ideas. You can create discussions around individual course lessons or for your course in general. As the instructor, you own the discussions. After you start a discussion, you can post comments of your own to guide students.
- The most common form of interaction in an online course is through discussions started by an instructor. Participation and interaction in discussions don't occur naturally. You must intentionally design it into your courses. To encourage engaging, quality discussion, craft discussion questions carefully and create inquiry.
- Examples of Discussion Boards
  - Course Introductions
  - Questions for the Professor
  - Student Questions

# Discussion Board

Discussions are a good way to encourage students to think critically about your coursework and interact with each others' ideas. You can create discussions around individual course lessons or for your course in general. [More Help](#)

Create Forum

Search

Discover Content



Delete

<input type="checkbox"/> FORUM	DESCRIPTION	TOTAL POSTS	UNREAD POSTS	UNREAD REPLIES TO ME	TOTAL PARTICIPANTS
<input type="checkbox"/> Questions for the Professor	Your professor will share information that seems to be a common question within the class in this forum, rather than responding to multiple emails of the same topic.	0	0	0	0
<input type="checkbox"/> Student Forum	Students can discuss a wide variety of items here and network with each other.	0	0	0	0
<input type="checkbox"/> <b>Week 1 Introduction Discussion</b>	<b>Introduction Discussion</b> Please post one or two introductory paragraphs to introduce yourself to your classmates; include your interests, hobbies, where you are in the program, and your expectations for the class. If you are compelled, comment on another's posts.	6	6	0	5



Delete

# Bb Inline Grader (Bb Assignments)

- Provides an alternative method to provide feedback on Bb Assignments (Alternative to: Word commenting feature/tracking changes or methods)
  - Highlight Text
  - Add Comments
  - Draw
- Create Recording for Feedback within Inline Grader
  - An instructor or grader can create personalized feedback recordings (audio only or video & audio) when grading an assignment
  - Each recording can be up to 5 minutes long and can be either audio only or include video as well. Feedback recordings are viewable to students as they view grading feedback within Blackboard
  - Inform students know that you will be providing audio/video feedback and that it will be located within My Grades
- Bb Annotate (Week of May 25)
  - Replaces current inline grader service (Box View)

Viewing 1 of 2 gradable items

Chris Casper (Attempt 1 of 1)

Assignment Instructions **A**

Assignment Details

GRADE  
LAST GRADED ATTEMPT **E** 95 /100

ATTEMPT  
8/31/18 2:36 PM **E** 95 /100

Feedback to Learner

For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).

Your work is improving. I've added a few comments inline. I'd like to discuss your topic in class.

Cancel Save Draft **Submit**

Submission

**F**

Download Original File

Download Annotated PDF

Chris Casper  
Introduction to Sociology  
Dr. Cathy Chu

**Sociological Imagination: DRINKING COFFEE**

Drinking a cup of coffee is a simple act, but it can be as hot as possible, black, and in my favorite cup. If it isn't available. The cup needs to sit next to the percolator in anticipation. I prefer my first couple of cups of coffee to be at home. When meeting for coffee, I usually order a "fancy" coffee. I never take time to make myself anything special.

Coffee drinking starts early for most of us, but often extends through a lifetime. But many will say, coffee is more than a drink. It has become an important part of the social rituals we connect with someone we haven't seen in a while. We regularly meet our best friends at our favorite coffee shop. Our date can take place while gazing over a city skyline. Meetings and brainstorming require coffee. Most of us prefer to sit alone in a public place, surfing the net, if we prefer caffeinated beverages while waiting for the baristas to do the same.

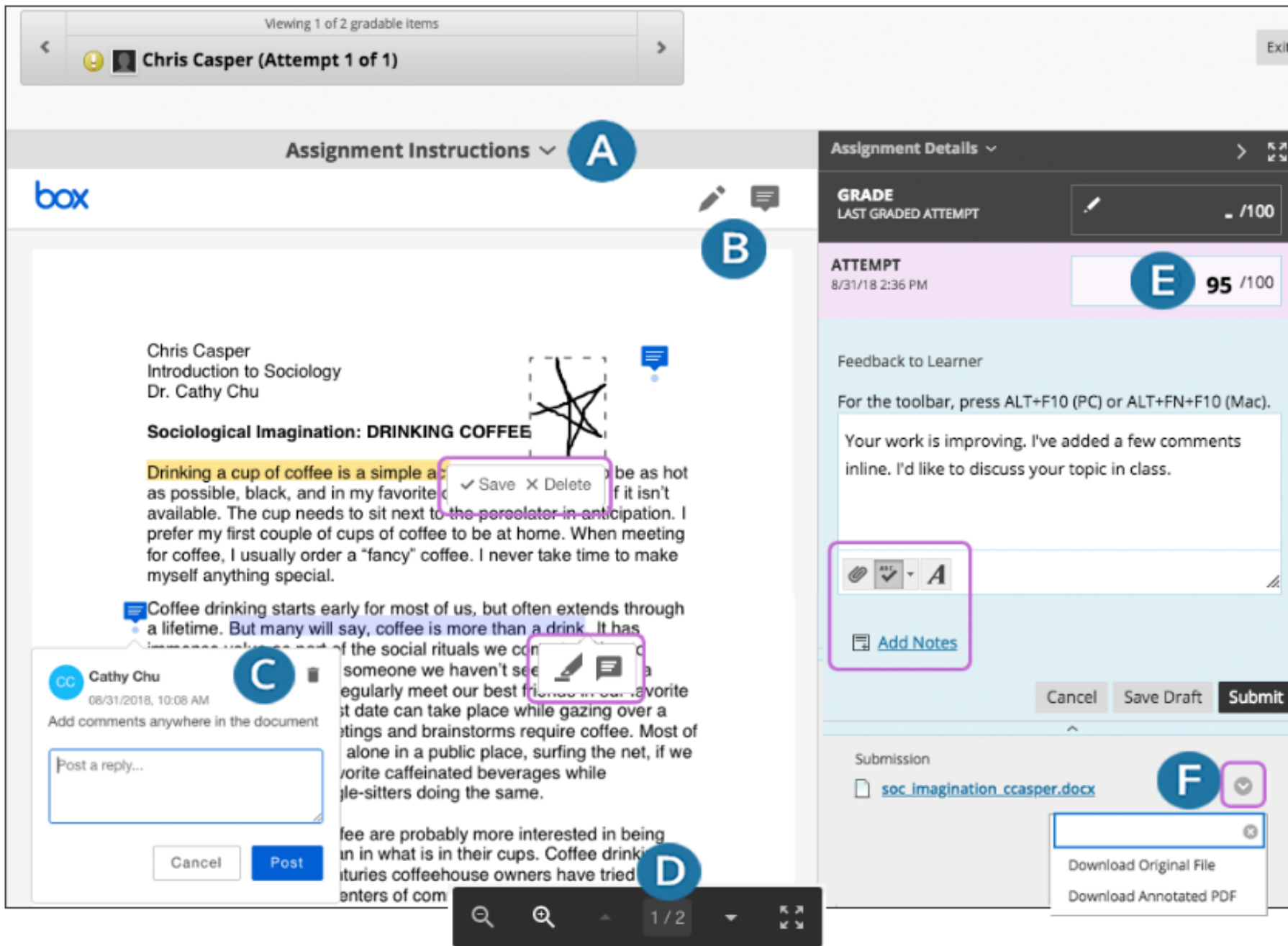
Coffee are probably more interested in being in what is in their cups. Coffee drinking is a common sight at coffeehouse owners have tried to create new flavors of coffee.

Save X Delete

Post a reply...

Cancel Post

1 / 2







MARK

LAST MARKED ATTEMPT



/50

ATTEMPT

03/03/20 09:03

/50

Submission

[ExampleAssignment1.docx](#)



### Impact of Habitat

Habitat loss poses the greatest threat to species. The world's forests, swamps, plains, lakes, and other habitats continue to disappear as they are harvested for human consumption and cleared to make way for agriculture, housing, roads, pipelines and the other hallmarks of industrial development. Without a strong plan to create terrestrial and marine protected areas important ecological habitats will continue to be lost.

Opinion

Habitat loss is probably the greatest threat to the variety of life on this planet today. It is identified as a main threat to 85% of all species described in the IUCN's Red List (those species officially classified as "Threatened" and "Endangered"). Increasing food production is a major agent for the conversion of natural habitat into agricultural land.

Why is it happening?

Forest loss and degradation is mostly caused by the expansion of agricultural land, intensive harvesting of timber, wood for fuel and other forest products, as well as overgrazing.

High land conversion rates

The net loss in global forest area during the 1990s was about 94 million ha (equivalent to 2.4% of total forests). It is estimated that in the 1990s, almost 70% of deforested areas were converted to agricultural land.

Source?

Around half of the world's original forests have disappeared, and they are still being removed at a rate 10x higher than any possible level of regrowth. As tropical forests contain at least half the Earth's species, the clearance of some 17 million hectares each year is a dramatic loss.

Coastal and marine areas

Human impact on terrestrial and marine natural resources results in marine and coastal degradation. Population growth, urbanization, industrialization and tourism are all factors.

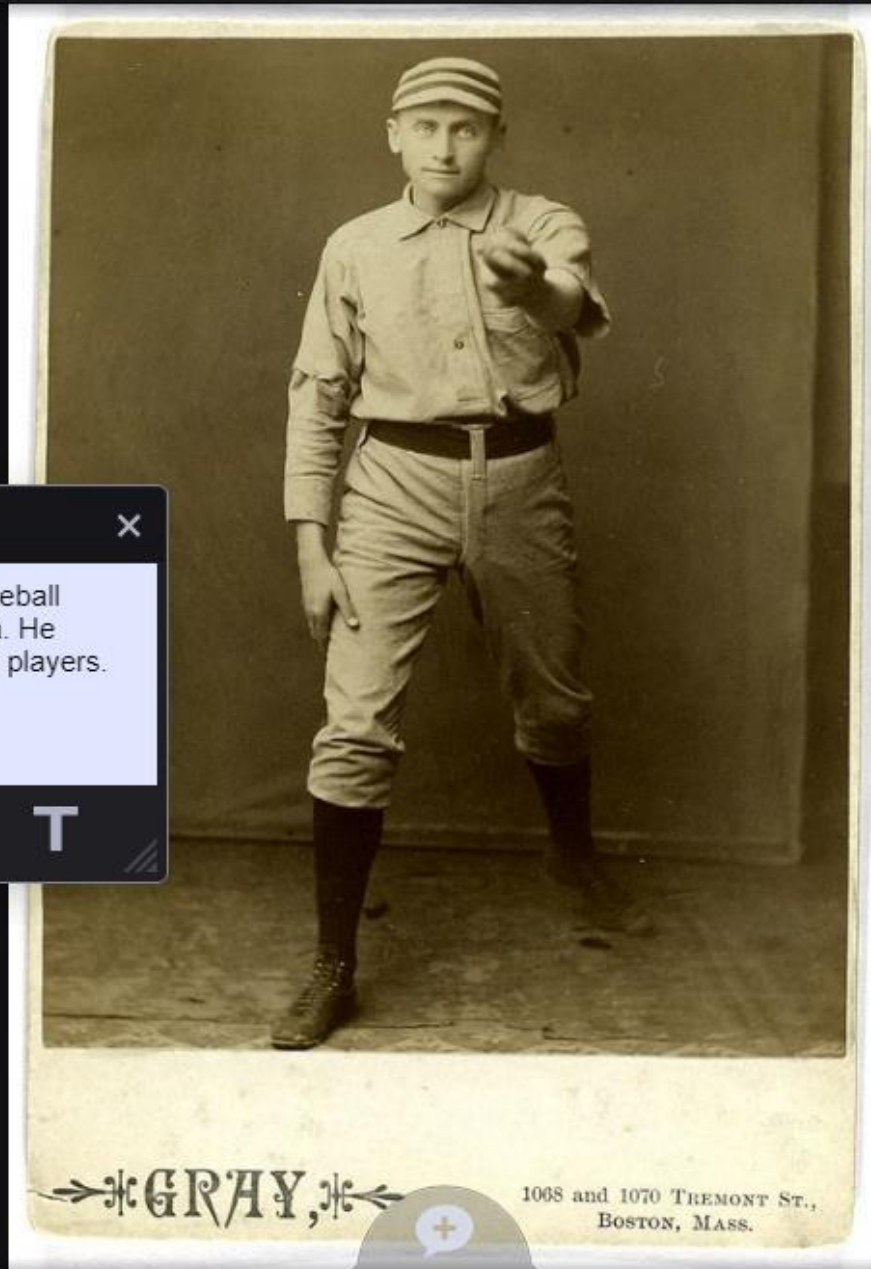
In 1994, it was estimated that 37% of the global population lived within 60 km of the coast.

# Voicethread

VoiceThread is an interactive discussion tool that allows you and your students to engage in an asynchronous discussion using a variety of communication mediums that include:

- Video
- Audio
- Screen Capture
- Screen Annotation
- Pictures

This tool is fully integrated with the Blackboard course environment and found under Tools.



Taylor

This appears to be a baseball player from a bygone era. He doesn't resemble today's players.



Submitted Last Name, First Name

Grade on a percentage scale.

	Taylor	0	%
--	--------	---	---

Submitted at

▶ Play Comment: 11:05 am Jun 6th

Not Submitted


Click on a student to send reminder

No assignments to display

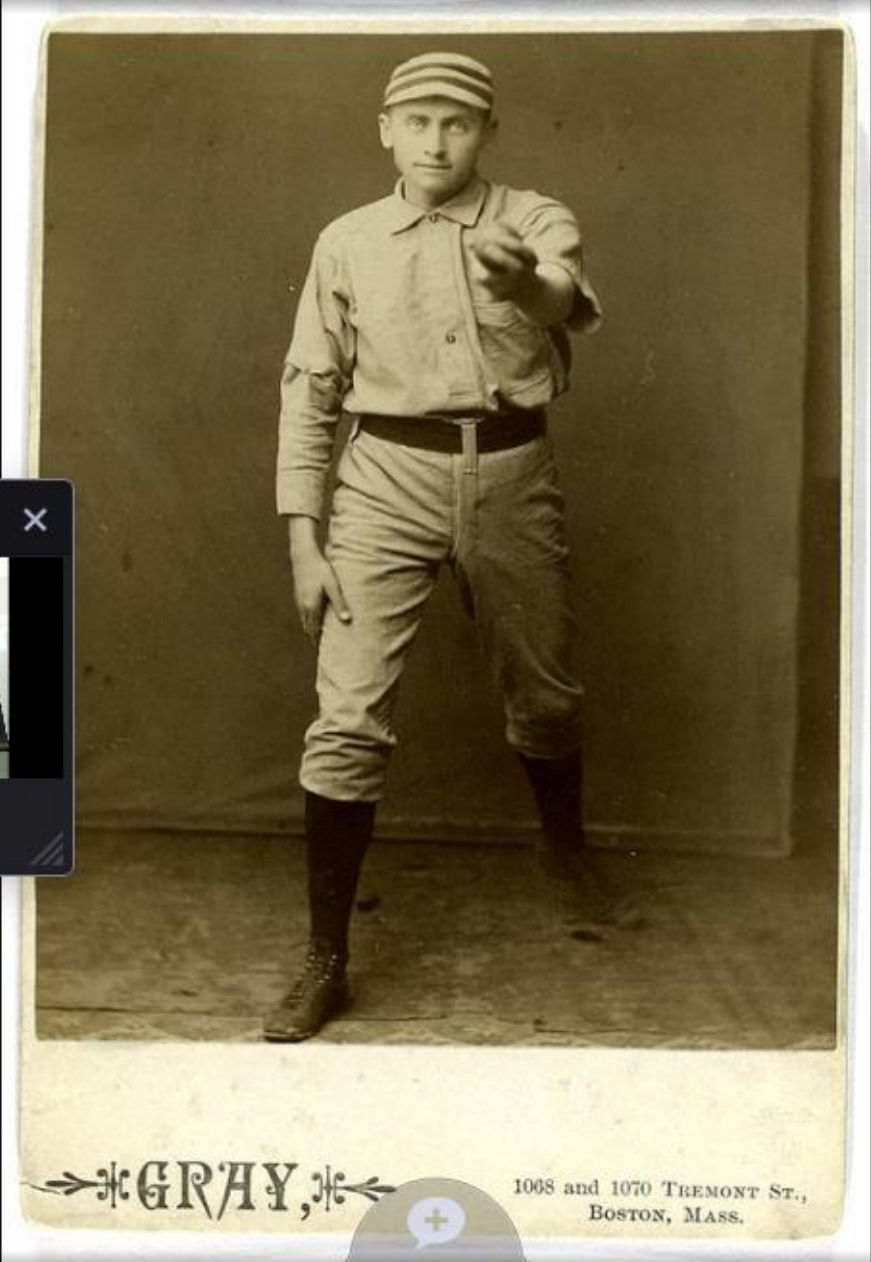




**Richard** ▾ ×



🗑️ CC ↩️ 🔒



**Submitted** Last Name, First Name ↕

Grade on a percentage scale.

	Taylor	0	%
Submitted at			

▶ Play Comment: 11:05 am Jun 6th

**Not Submitted**

Click on a student to send reminder

No assignments to display



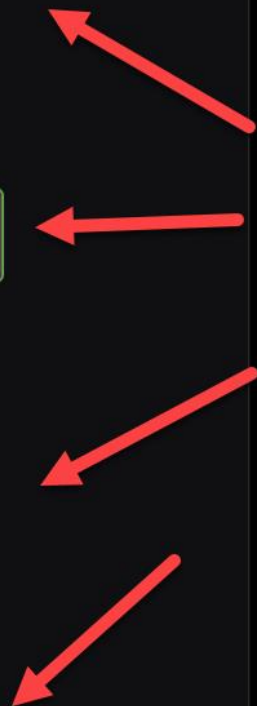
Comment Here

Press Esc to exit full screen

# Photography...how we love you!

There is no other visual medium that has penetrated our our lives more than photography, whether we consider traditional “film” photography or new forms of digital photography.

On this slide, gives examples of how photography plays a role in your life.



# Yellowdig

Yellowdig is a social pin-board for teams that lets you quickly share items of interest, assess student participation, and drive class discussions within your private community.

Integrated into Blackboard Learn, Yellowdig helps to turn your course into a social learning community.

Students have a familiar looking site similar to other social networks with the ability to post and share content.

Faculty are capable of setting up a point system to rate the quality of content posted which in turn can be published back to the Blackboard gradebook and used as participation score.

## Yellowdig Engage



Ankit Desai 08:18 AM EST, 01 May Owner

VITALUNITApril20..

# Nolan Ryan Pitching Mechanics - A Biomechanical Phenomenon

Here's video I found breaking down the pitching mechanics of Nolan Ryan. I would be curious to see how the author for this week's reading, Paul Nyman, would apply this pitching models to Nolan Ryan's pitching motion



Permalink

Love it! - 0 Like - 0 Not relevant - 0 Bookmark Save as New 0



Your Comment (@first-name last-name to notify and # to create tag)

Post

+ Pin

Search

Sort by Recent Activity

Add Filters

Unread Only (0)



0 0 2

How Points Work Sync Grades Now

My Points Log

My Dashboard

### Trending Topics

INTRODUCE YOURSELF

0 pins last 7 days

INSTRUCTIONAL

0 pins last 7 days

GENERAL READING

0 pins last 7 days



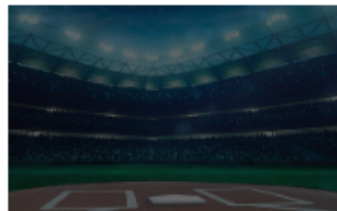


Ankit Desai 08:10 AM EST, 01 May Owner

VITALUNITApril20..

## The Man Who Started The Pitching Revolution: A Discussion With Paul Nyman

This is interesting story that I found which discusses traditional pitching and throwing models in baseball and the person who is mostly responsible for that change. I did not realize this change in the 1990s.



Tony Abbatine speaks with Paul Nyman, the founder of SETPRO, regarding the new-age pitching philosophies and more.

<https://www.baseballamerica.com/storie...>

[Permalink](#)

Love it! - 0 Like - 0 Not relevant - 0 [Bookmark](#) [Save as New](#)

2



Ankit Desai Owner 08:13 AM EST, 01 May [Reply](#)

0

I am curious what the impact of these these pitching models has had amount of the pitches thrown by Major League pitches (e.g. limited pitch counts) within the past 5 years. Also, I would be curious to hear Paul Nyman's thoughts on whether this development has impacted this view on pitching mechanics.



Ankit Desai Owner 08:14 AM EST, 01 May [Reply](#)

0

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Praesent iaculis viverra nisi, a sollicitudin leo egestas sit amet. Donec et justo ut arcu imperdiet aliquam. Integer in varius velit. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Nunc commodo molestie nibh, eu ultricies quam lobortis.

### Trending Tags

[#uncertain](#)

0 tags last 7 days

[#certain](#)

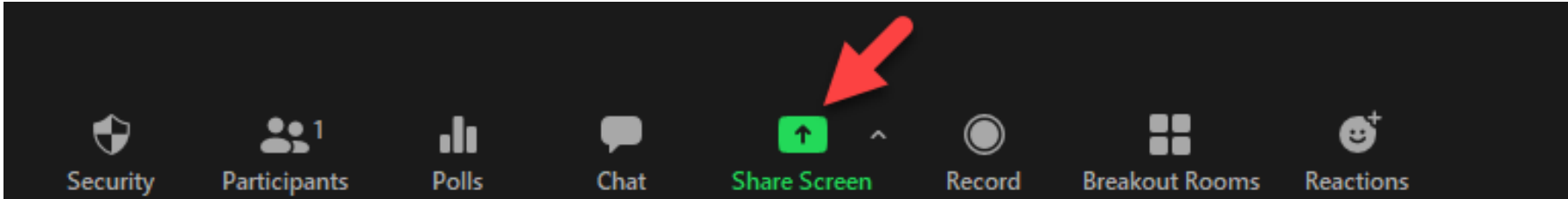
0 tags last 7 days



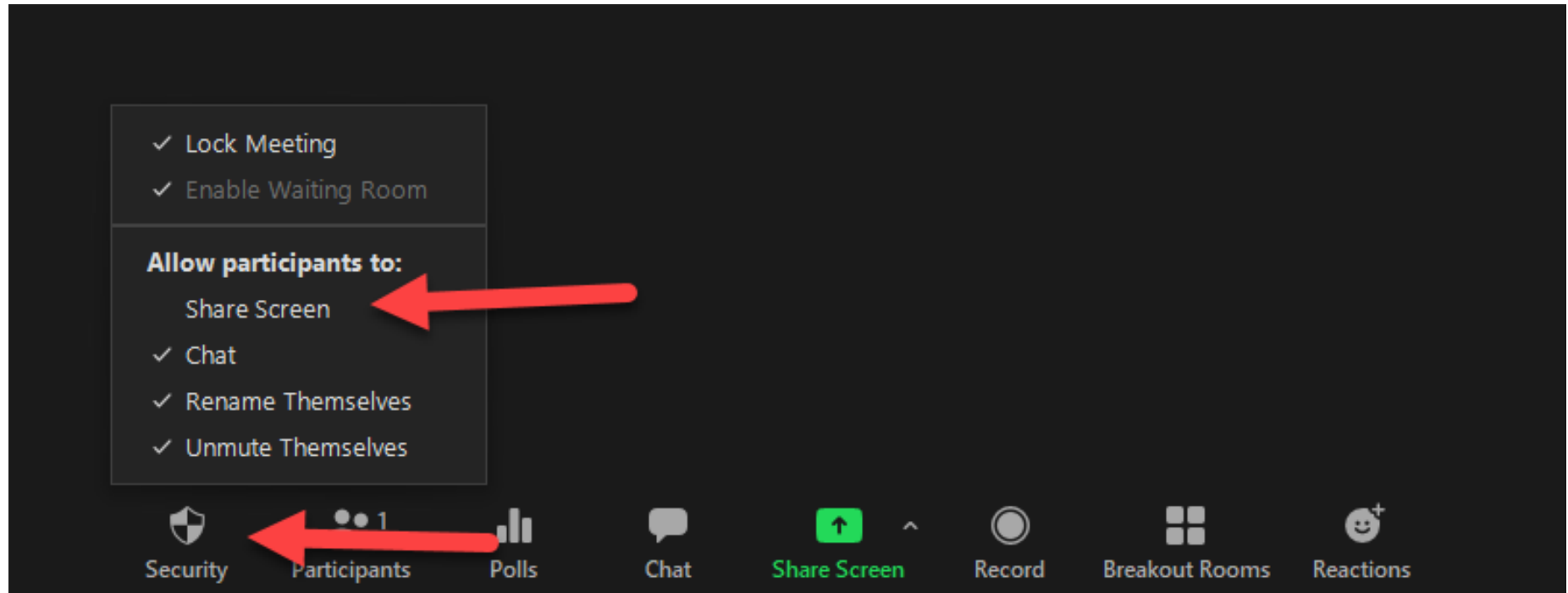
# Zoom

- Screen sharing
- Sharing video/audio
- Spotlight student video
- Polling
- Breakout rooms
- Reactions

# Zoom – Screen Sharing



# Zoom – Screen Sharing – Allowing Students to Share



# Zoom – Screen Sharing – Selecting What to Share

Select a window or an application that you want to share

Basic Advanced

Screen 1

Screen 2

Whiteboard

iPhone/iPad

May20VITALUNITworkshop.docx ... W

may20vitalunitworkshop.pptx - P... P

Snagit Capture S

Week 1 Yellowdig Assignment – ... Chrome

Grade Assignment: Bb Annotate ... Chrome

Discussion Board – Spr20\_HRD\_8... Chrome

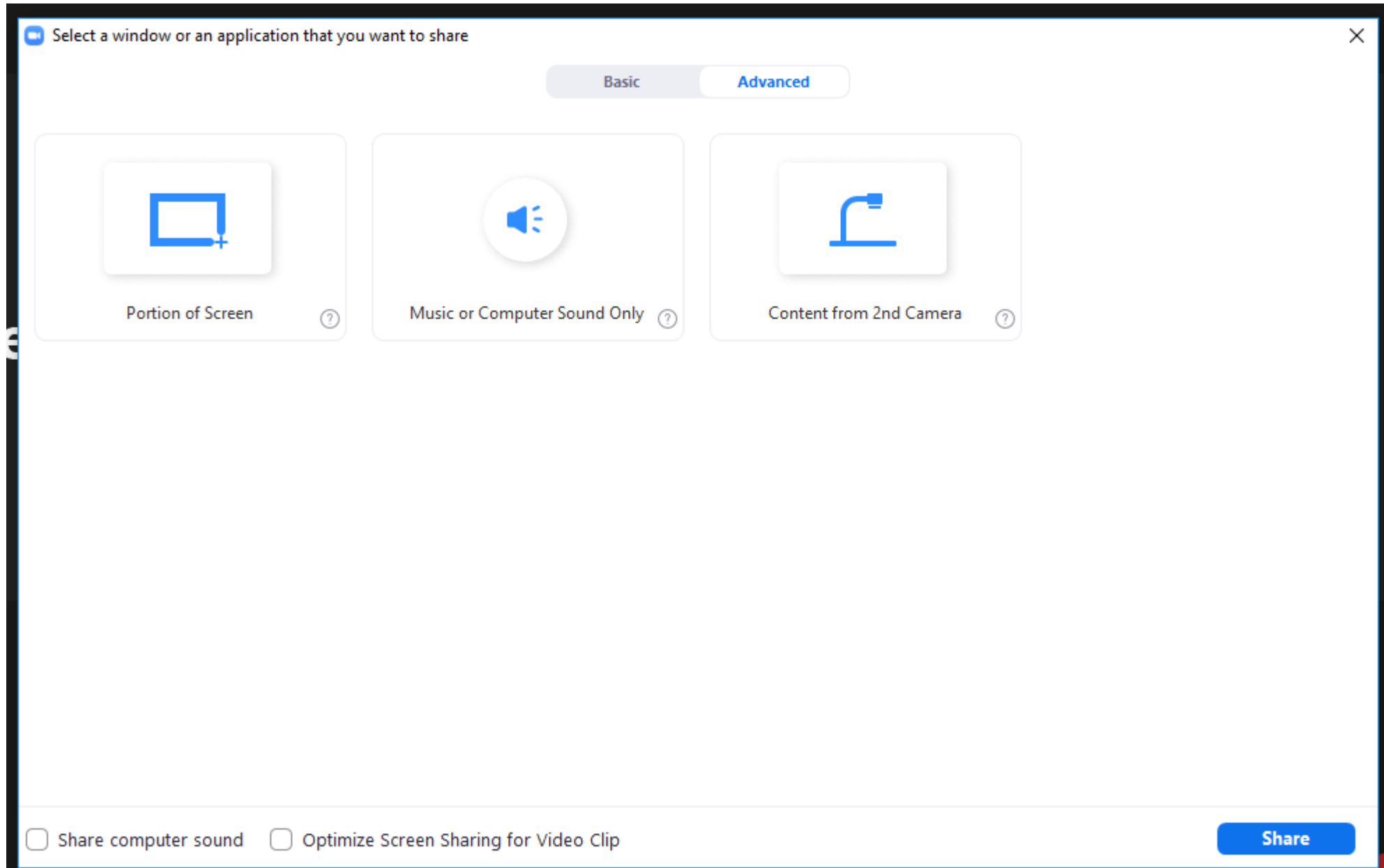
Snipping Tool

Inbox - ankit.desai@villanova.ed... Outlook

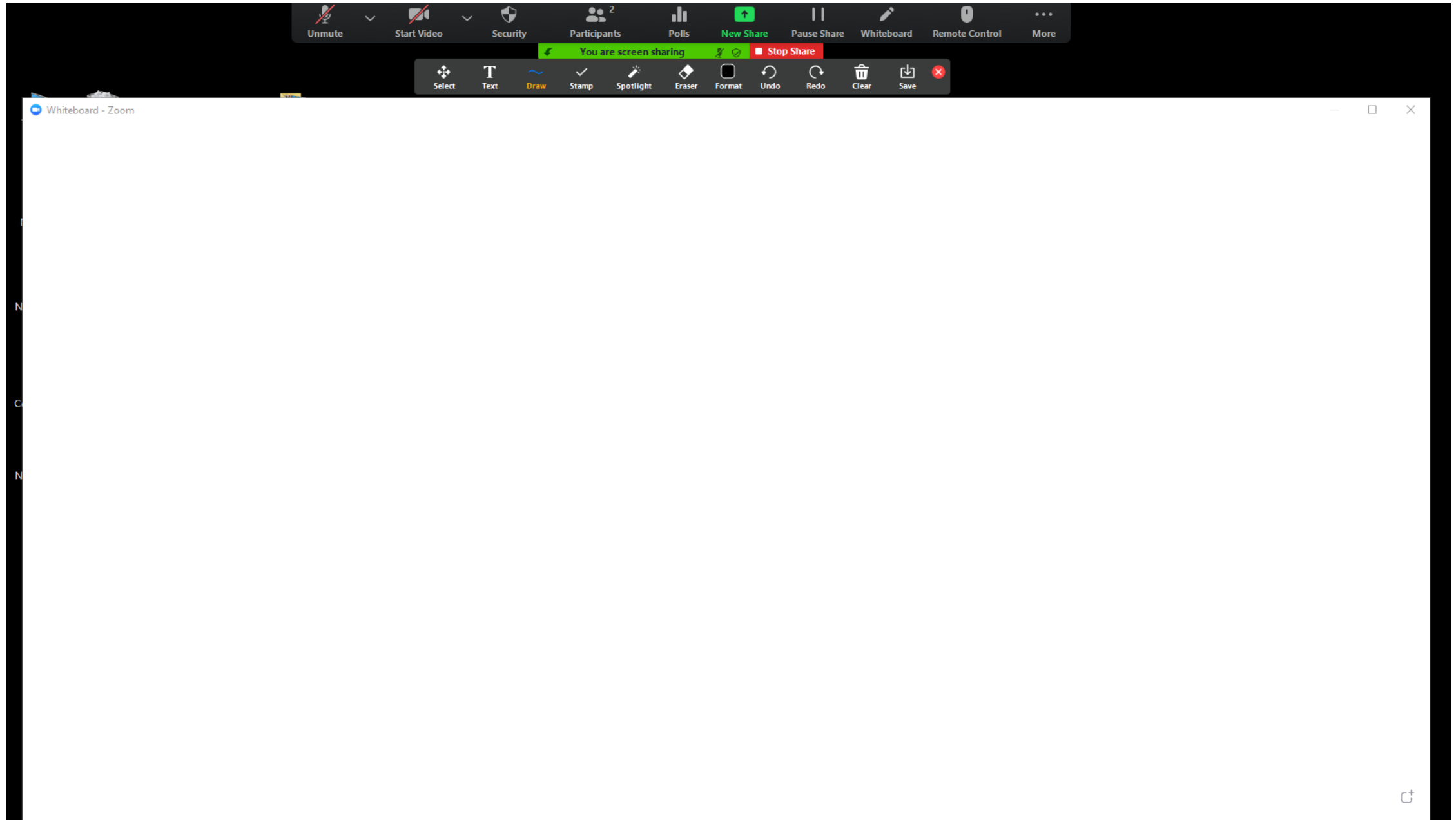
Share computer sound  Optimize Screen Sharing for Video Clip

Share

# Zoom – Screen Sharing – Selecting What to Share



# Zoom – Screen Sharing – Whiteboard



# Zoom – Screen Sharing – Share Video

Select a window or an application that you want to share

Basic Advanced

Screen 1

Screen 2

Whiteboard

iPhone/iPad

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may20vitalunitworkshop.pptx - P... P

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Week 1 Yellowdig Assignment – ... Chrome

Grade Assignment: Bb Annotat... Chrome

Discussion Board – Spr20\_HRD\_8... Chrome

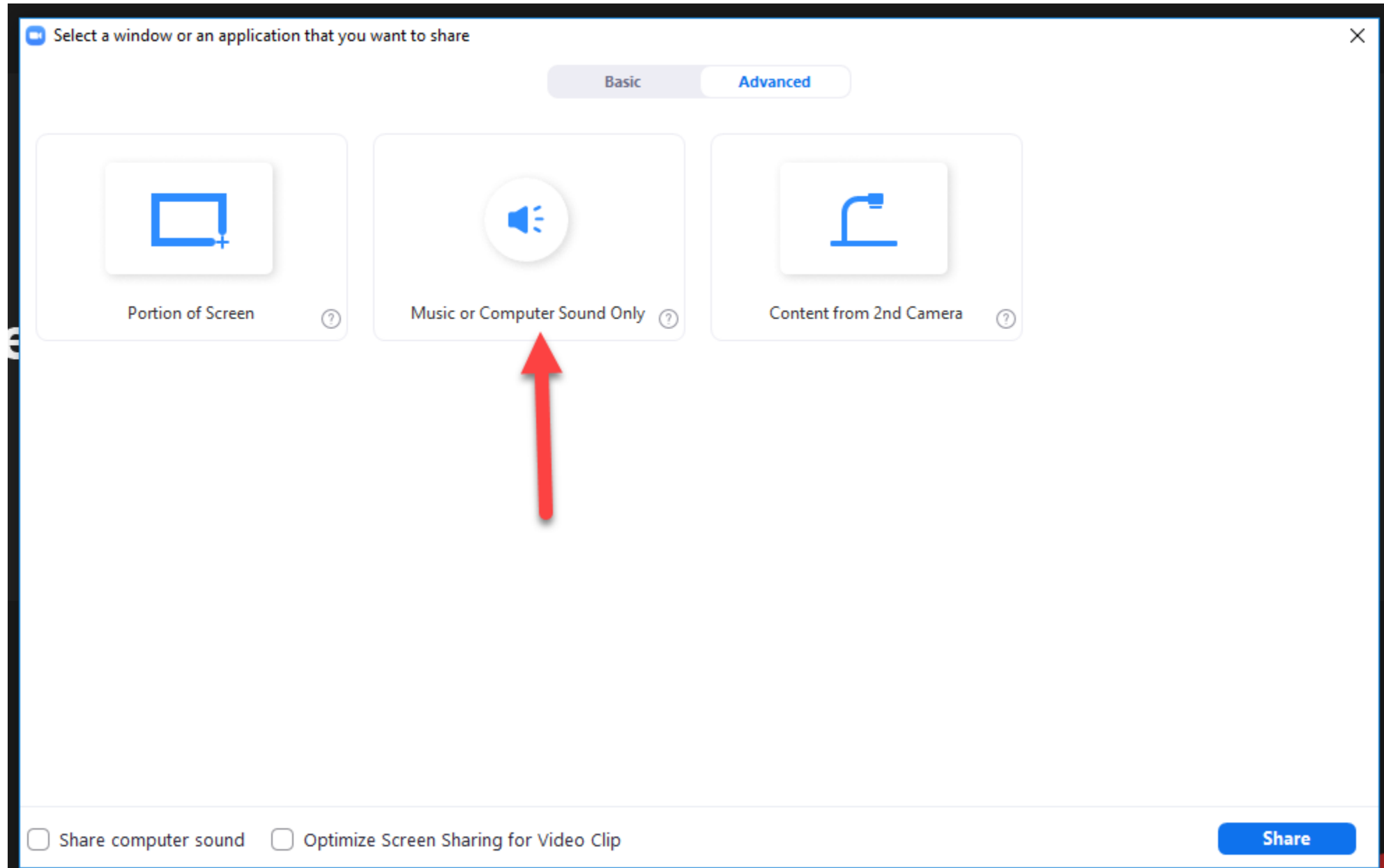
Snipping Tool

Inbox - ankit.desai@villanova.ed... Outlook

Share computer sound  Optimize Screen Sharing for Video Clip

Share

# Zoom – Screen Sharing – Share Audio Only








## Zoom – Spotlight Student Video

Spotlight video puts a participant as the primary active speaker for all participants. All participants will only see this speaker as the active speaker. This feature is often used to spotlight a keynote speaker.

# Zoom – Spotlight Student Video

AD Ankit Desai (Host, me)  

S1 Student 1 [More >](#)

S2 Student 2 

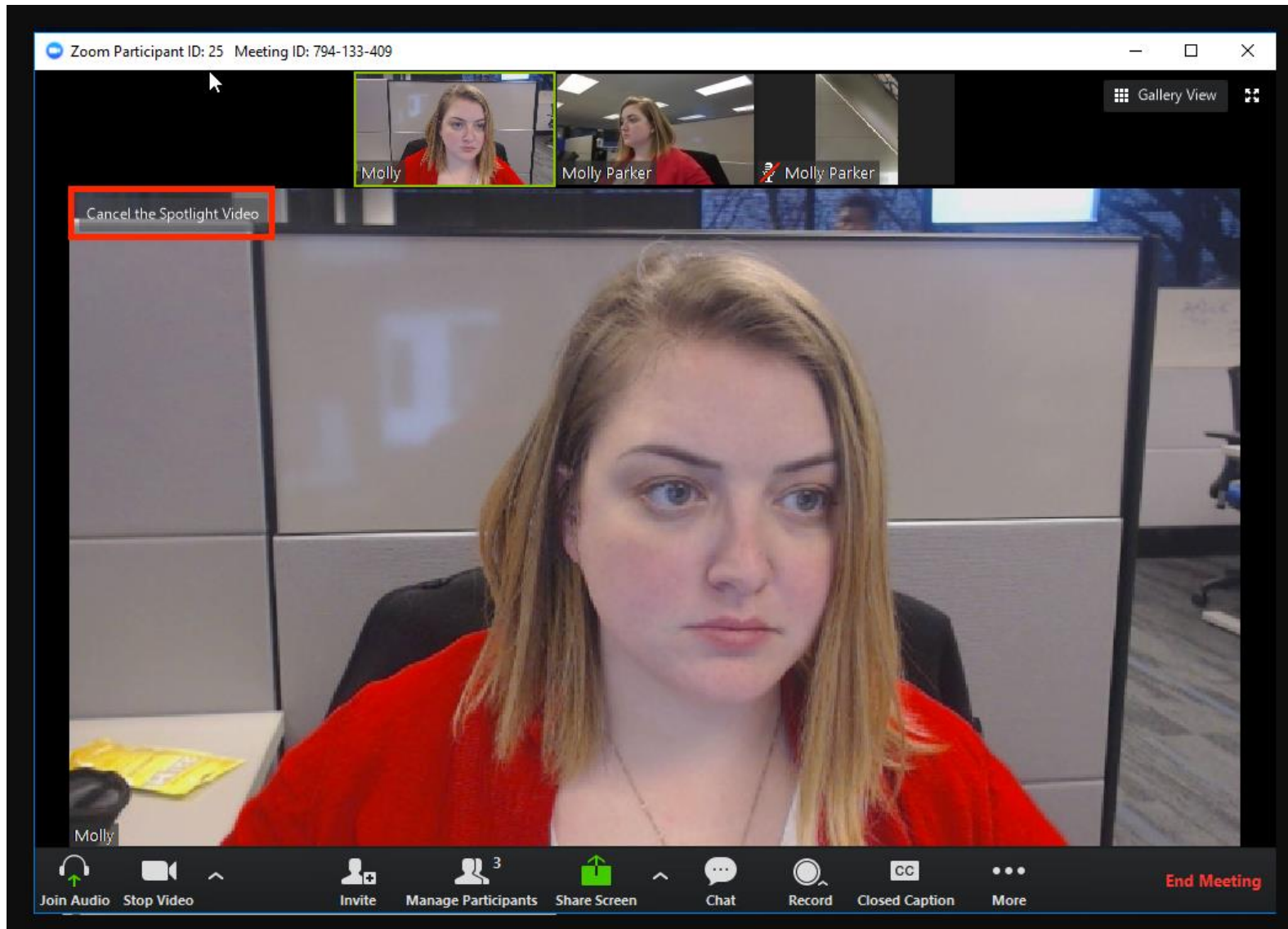
S1 Student 1

S2 Student 2

[More >](#)

- Chat
- Stop Video
- Spotlight Video**
- Make Host
- Make Co-Host
- Allow Record
- Rename
- Put in Waiting Room
- Remove
- Report...

# Zoom – Spotlight Student Video



# Zoom – Breakout Rooms

- Breakout rooms allow you to split your Zoom meeting in up to 50 separate sessions.
- Breakout rooms are sessions that are split off from the main Zoom meeting. They allow the participants to meet in smaller groups. Breakout rooms can be used for collaboration and discussion of the meeting.
- The meeting host can choose to split the participants of the meeting into these separate sessions automatically or manually, and can switch between sessions at any time.

# Zoom – Breakout Rooms

Talking:

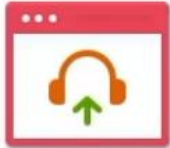
Exit Full Screen

Meeting Topic: Zoom Meeting

Host:

Invitation URL: <https://villanova.zoom.us/j/>

Participant ID:



Join Audio

Computer Audio Connected

Create Breakout Rooms

Assign 2 participants into  Rooms:

Automatically  Manually

1 participants per room

Create Rooms

Share Screen

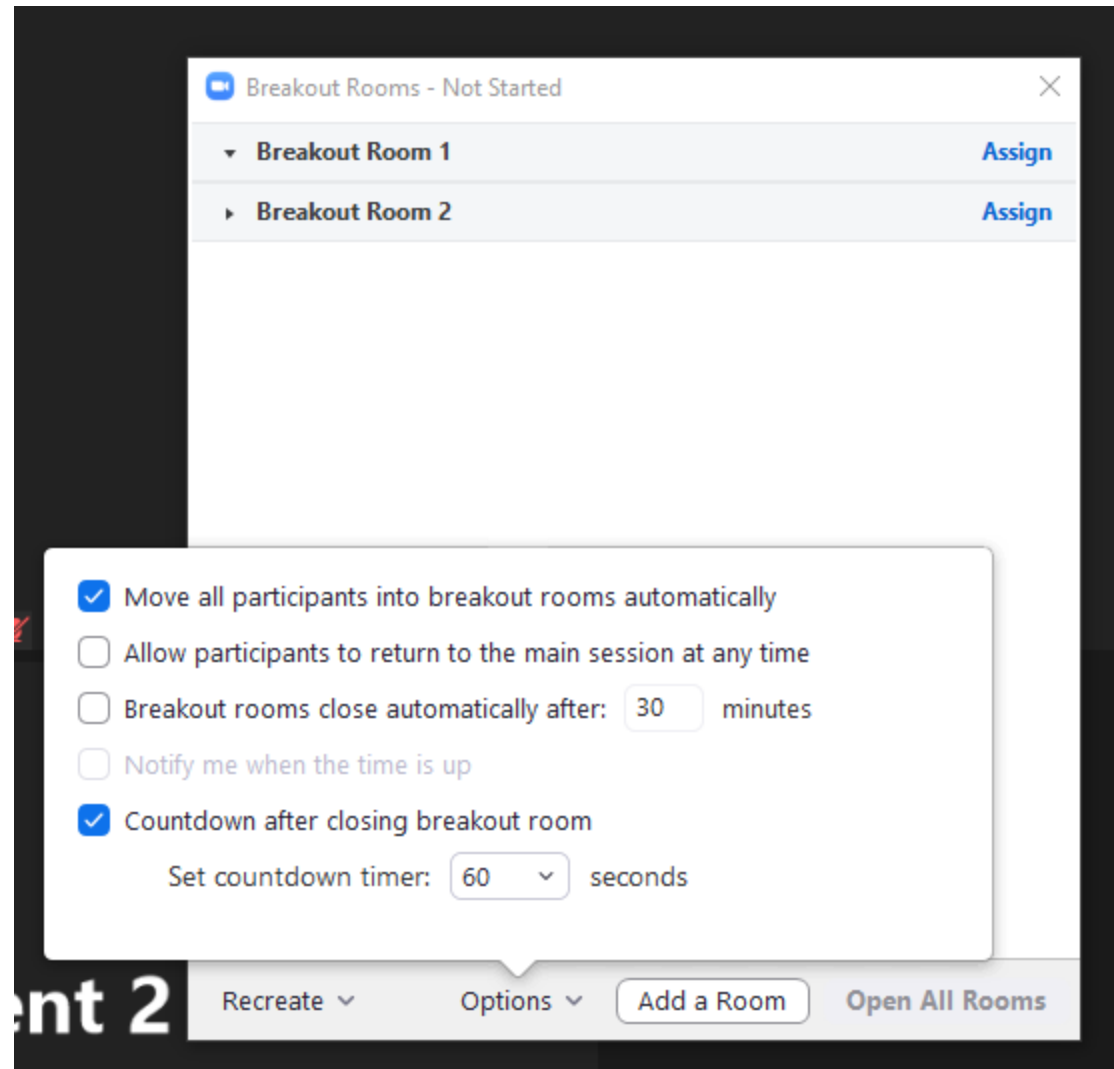


Invite Others

# Zoom – Breakout Rooms

The screenshot displays the Zoom interface during a meeting. At the top, a grey bar indicates "Talking:". In the top right corner, there is an "Exit Full Screen" button. The central focus is a "Breakout Rooms - In Progress" window. This window lists two breakout rooms: "Breakout Room 1" and "Breakout Room 2". Under "Breakout Room 1", a participant named "Student" is listed with a "Move to" button next to their name. Under "Breakout Room 2", a participant named "Student 2" is listed. To the left of the breakout rooms window, there are partially visible labels: "Meeting To", "Host:", "Invitation U", and "Participant I". Below these labels is a "Join Audio" button with a headset icon and a green arrow, and the text "Computer Audio Co". To the right of the breakout rooms window is a "Invite Others" button with a blue person icon and a plus sign. At the bottom of the breakout rooms window, there is a "Broadcast a message to all ^" button and a red "Close All Rooms" button. At the bottom of the screen is the Zoom toolbar, which includes icons for "Unmute", "Start Video", "Invite", "Manage Participants", "Share Screen", "Chat", "Record", "Breakout Rooms", and "End Meeting". A red arrow points from the "Breakout Rooms" icon in the toolbar to the breakout rooms window.

# Zoom – Breakout Rooms



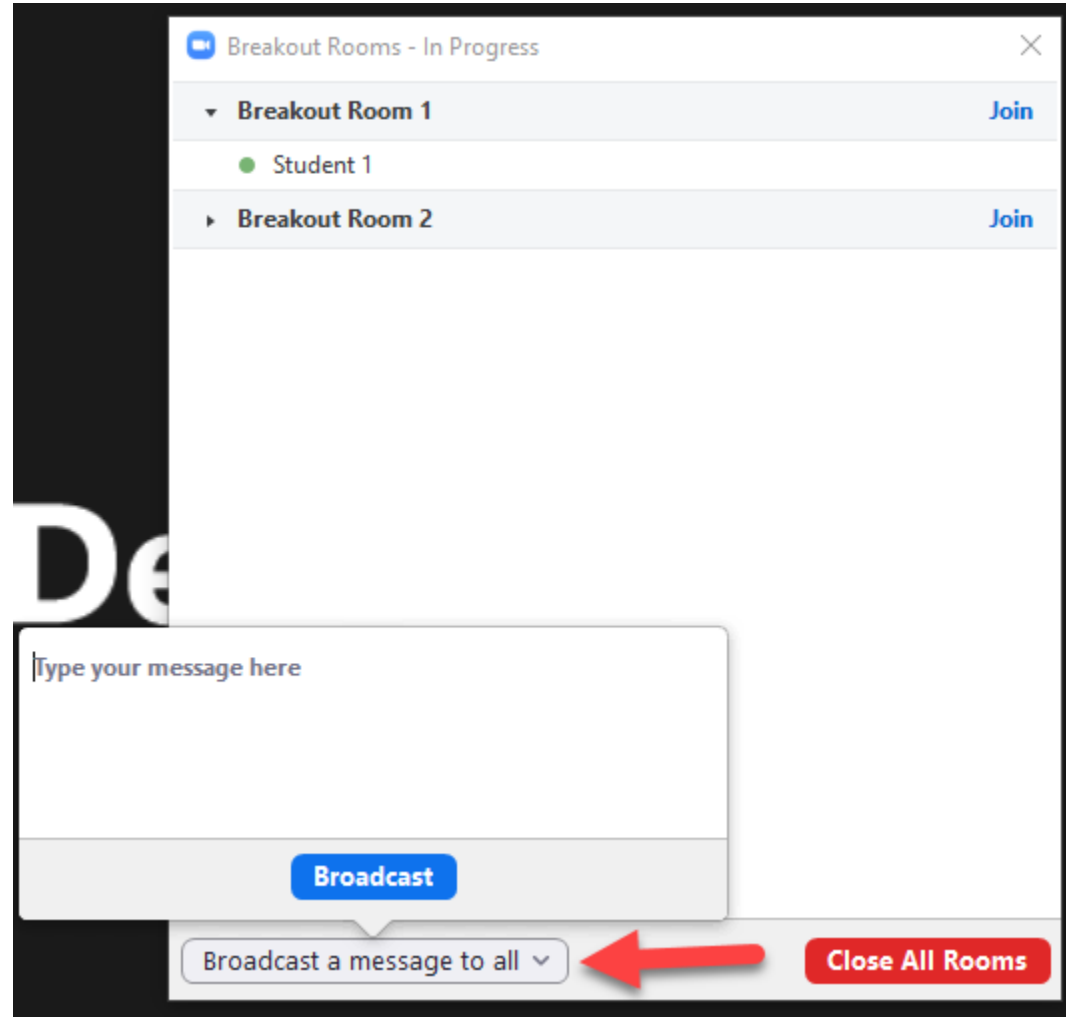
The screenshot displays the Zoom Breakout Rooms interface. At the top, a window titled "Breakout Rooms - Not Started" contains two breakout rooms: "Breakout Room 1" and "Breakout Room 2", each with an "Assign" button. Below this, a settings panel is open, showing the following options:

- Move all participants into breakout rooms automatically
- Allow participants to return to the main session at any time
- Breakout rooms close automatically after: 30 minutes
- Notify me when the time is up
- Countdown after closing breakout room

Under the "Countdown after closing breakout room" option, there is a "Set countdown timer:" field with a dropdown menu set to "60" and the unit "seconds".

At the bottom of the interface, there are several controls: "Recreate" with a dropdown arrow, "Options" with a dropdown arrow, "Add a Room" button, and "Open All Rooms" button. The text "ent 2" is partially visible on the left side of the interface.

# Zoom – Breakout Rooms

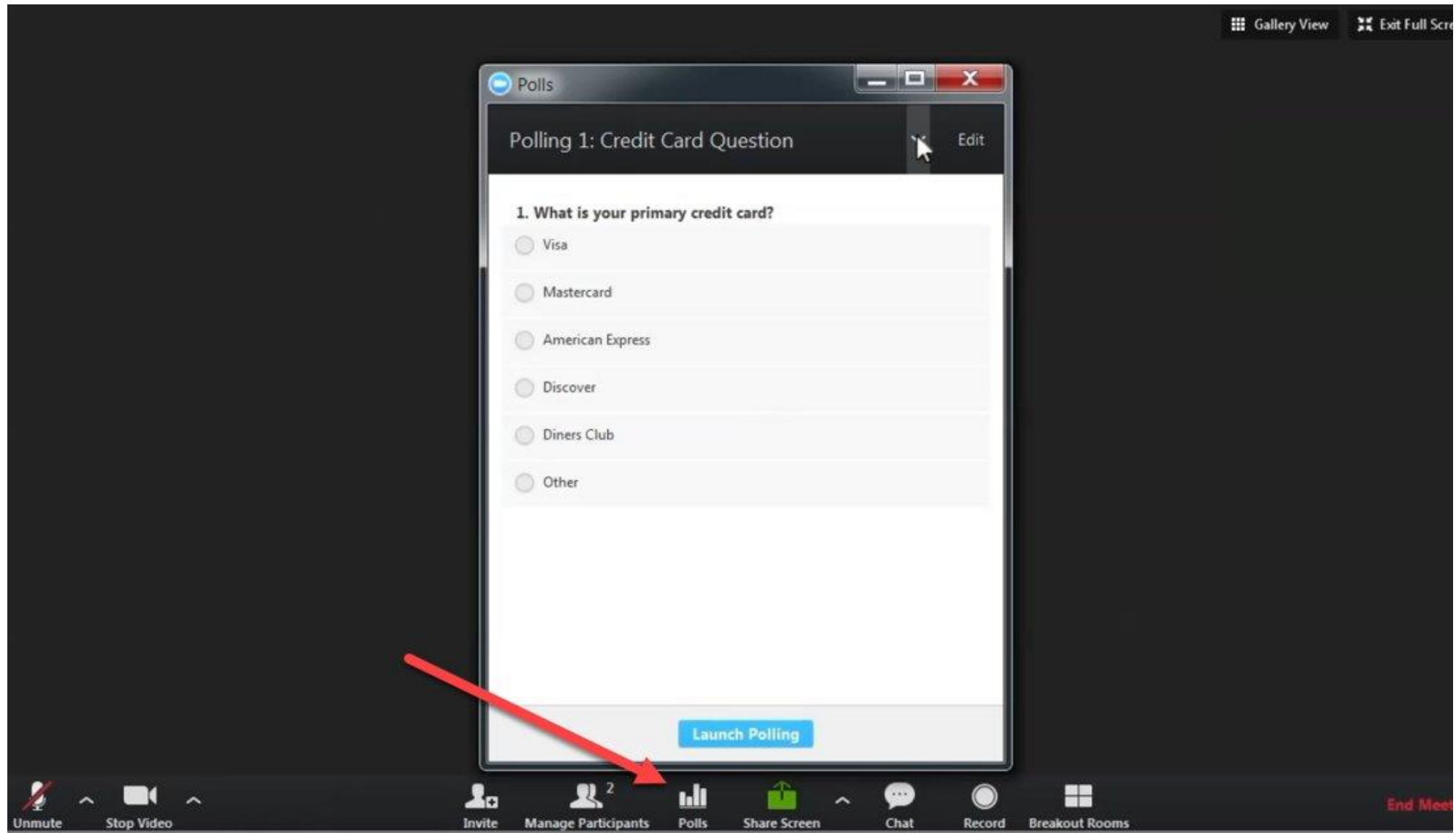




# Zoom – Polling

- The polling feature for meetings allows you to create single choice or multiple choice polling questions for your meetings.
- You will be able to launch the poll during your meeting and gather the responses from your attendees.
- You also have the ability to download a report of polling after the meeting. Polls can also be conducted anonymously, if you do not wish to collect participant information with the poll results.

# Zoom – Polling



The image shows a Zoom meeting interface with a poll window open. The poll window is titled "Polls" and contains the following text:

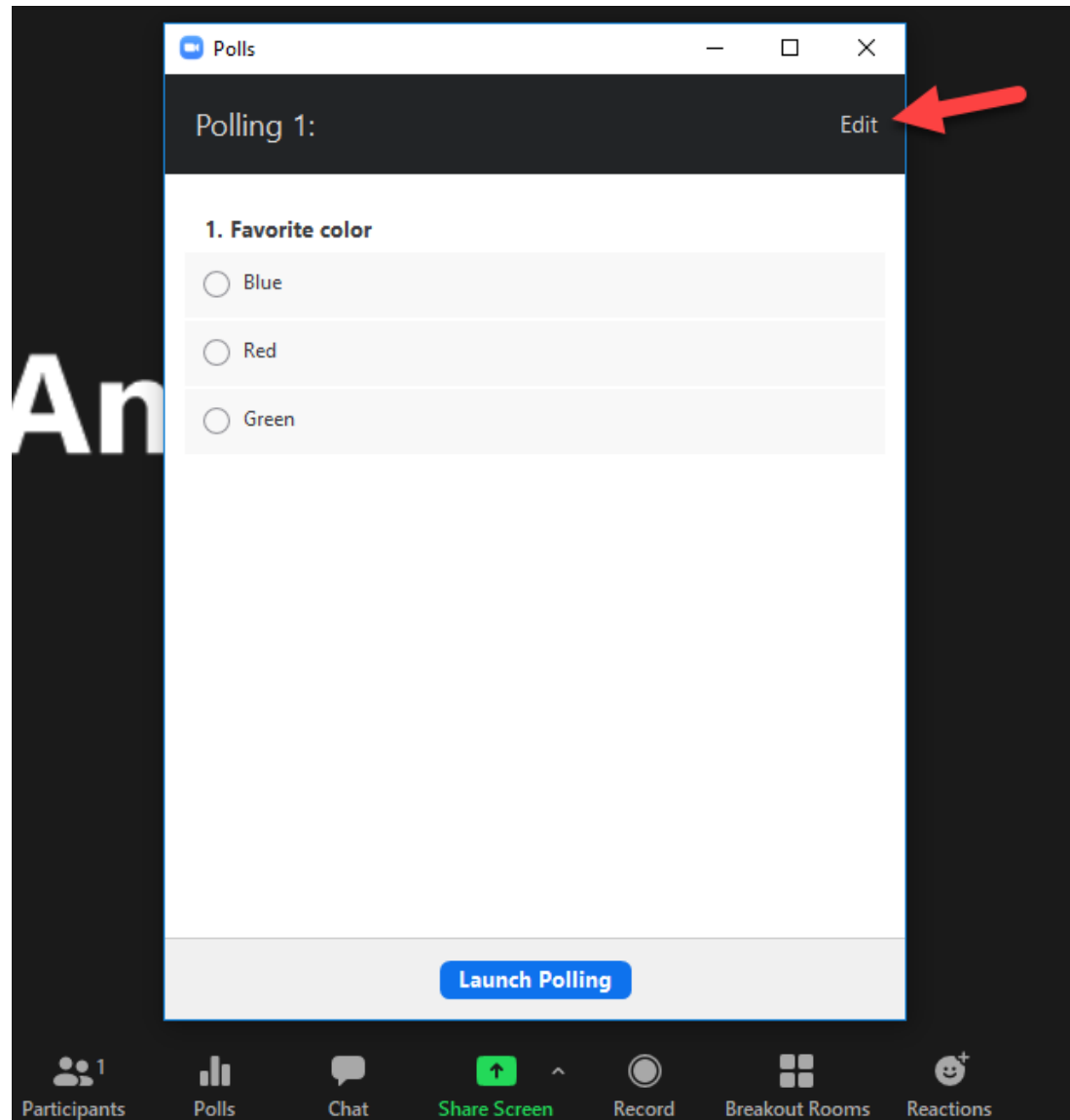
Polling 1: Credit Card Question Edit

1. What is your primary credit card?

- Visa
- Mastercard
- American Express
- Discover
- Diners Club
- Other

At the bottom of the poll window is a blue button labeled "Launch Polling". A red arrow points from this button to the "Polls" icon in the Zoom meeting toolbar at the bottom of the screen. The toolbar also includes icons for Unmute, Stop Video, Invite, Manage Participants (with a '2' next to it), Polls, Share Screen, Chat, Record, and Breakout Rooms. In the top right corner of the Zoom window, there are options for "Gallery View" and "Exit Full Screen".

# Zoom – Polling




# Zoom – Polling

## Edit Meeting Polls

You have created 1 poll for this meeting.

Add



Title	Total Questions	Anonymous	
▼ Poll 1	1 question	No	<a href="#">Edit</a> <a href="#">Delete</a>

# Zoom – Reactions – For Students

