

Remote Teaching

Using ZOOM for synchronous lessons

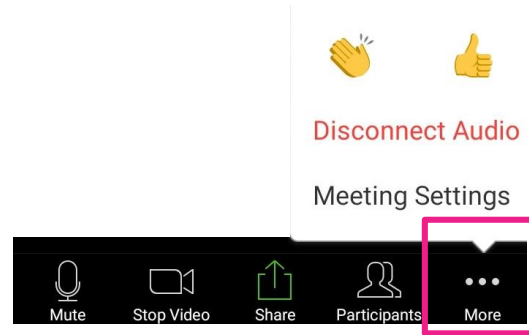
Can you hear me?

Use the reactions button

More
or Chat



Reactions





Can't Hear?

- 1 Click on  (Bottom-left)
Join Audio
- 2 Unable your computer Audio





TIP 01

**Make Sure the Audio works well before you
begin**

ZOOM: Main Features



Screen sharing
and PPT

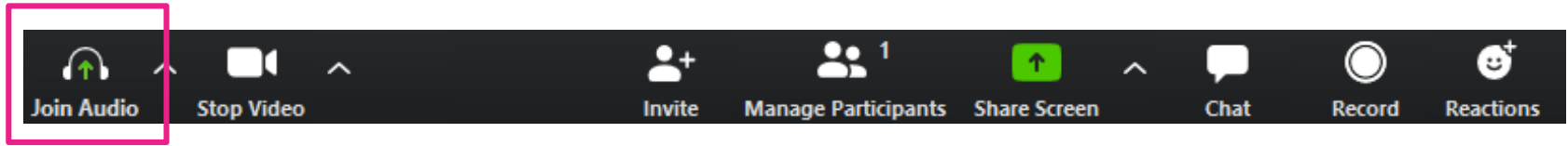


Lesson
Recording

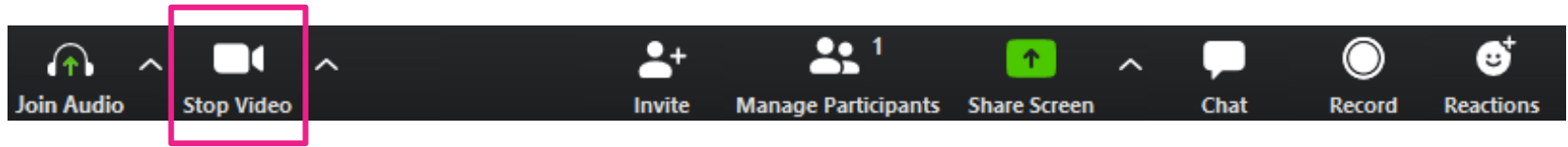


Whiteboard

ZOOM's navigation bar

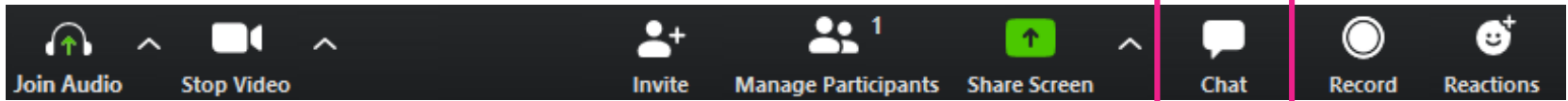


ZOOM's navigation bar



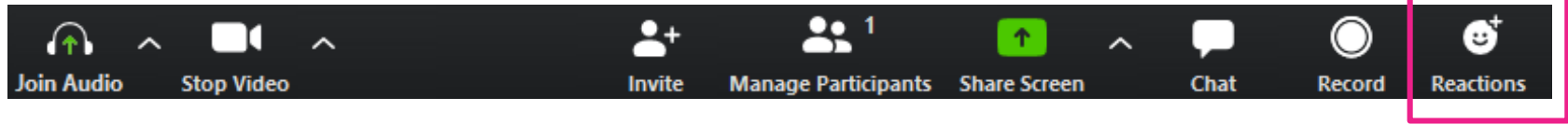
Video

ZOOM's navigation bar



Chat

ZOOM's navigation bar



Emojis
(not supported
in all devices)



TIP 02

Start with basic Zoom orientation

Chat • Video • Audio





TIP 03

Be attentive to the chat.
If possible use a TA.



TIP 04

Manage student expectations and share the lesson's flow

Creating a lesson on **ZOOM**

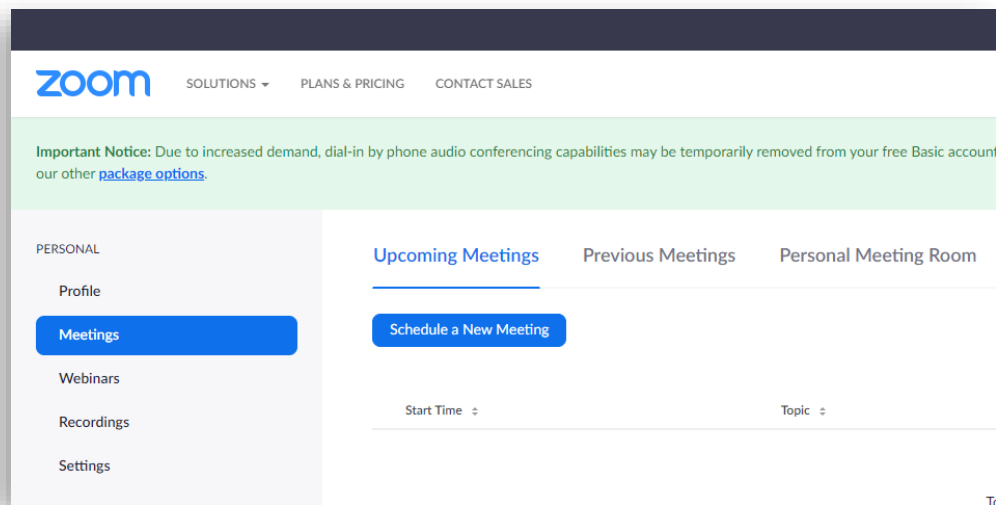
Opening a class

JOIN A MEETING

HOST A MEETING ▾

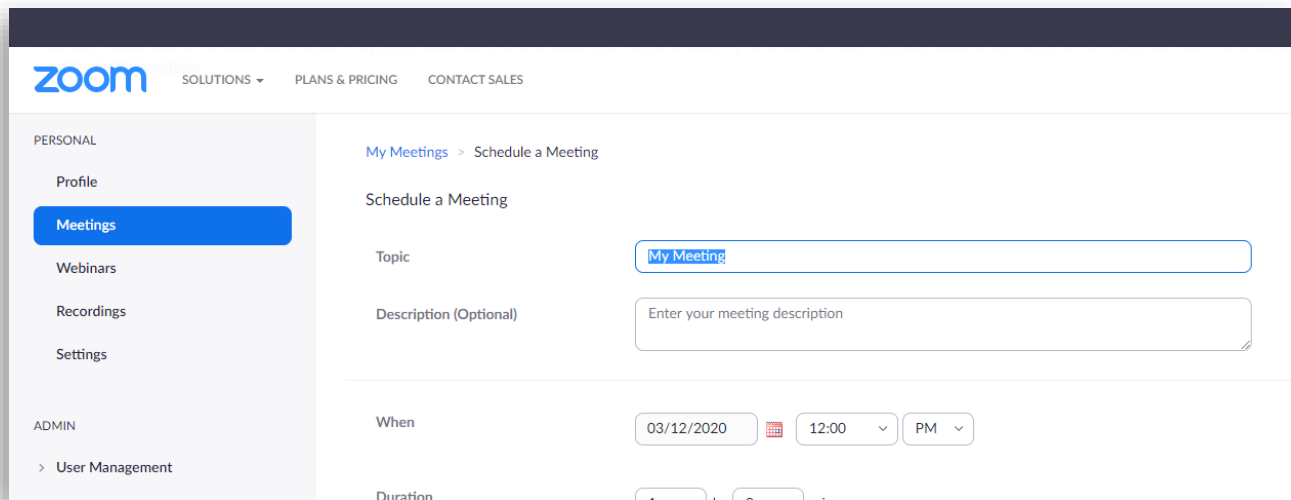
My Account

Opening a class



The screenshot shows the Zoom website's 'Upcoming Meetings' page. At the top, there is a navigation bar with the Zoom logo and links for 'SOLUTIONS', 'PLANS & PRICING', and 'CONTACT SALES'. Below this is a green banner with an 'Important Notice' regarding dial-in capabilities. The main content area is divided into three tabs: 'Upcoming Meetings' (selected), 'Previous Meetings', and 'Personal Meeting Room'. Under the 'Upcoming Meetings' tab, there is a prominent blue button labeled 'Schedule a New Meeting'. Below the button, there are two dropdown menus for 'Start Time' and 'Topic'. On the left side, a sidebar menu is visible with options for 'PERSONAL', 'Profile', 'Meetings' (highlighted in blue), 'Webinars', 'Recordings', and 'Settings'.

Opening a class



The screenshot shows the Zoom web interface for scheduling a meeting. The top navigation bar includes the Zoom logo and links for SOLUTIONS, PLANS & PRICING, and CONTACT SALES. A left sidebar contains navigation options under 'PERSONAL' (Profile, Meetings, Webinars, Recordings, Settings) and 'ADMIN' (User Management). The main content area is titled 'My Meetings > Schedule a Meeting' and contains the following fields:

- Topic:** A text input field containing 'My Meeting'.
- Description (Optional):** A larger text area with the placeholder text 'Enter your meeting description'.
- When:** A date selector set to '03/12/2020', a calendar icon, a time selector set to '12:00', and a dropdown menu set to 'PM'.
- Duration:** A partially visible field at the bottom showing '1' and '0'.

Sharing a link

Yossi's Zoom Meeting

12 במרץ 2020 10:00 עד 10:30 אזור זמן שעות ישראל (GMT+02:00) 12 במרץ 2020

כל היום ללא חזרה

מצא זמן פרטי האירוע

<https://zoom.us/j/585407962?pwd=ZlJ3Y3lvYVM1L2p4eW92VnJXRdV3Zz09>

הוספה של שיחת ועידה בווידיאו

אימייל 30 דקות

התראה 30 דקות

הוספת תזכורת

idocidor@gmail.com

ברירת המחדל של היכולת לראות עסוק

idocidor is inviting you to a scheduled Zoom meeting

Join Zoom Meeting
<https://zoom.us/j/585407962?pwd=ZlJ3Y3lvYVM1L2p4eW92VnJXRdV3Zz09>

Meeting ID: 585 407 962
Password: 012723

One tap mobile
US Toll 585407962#

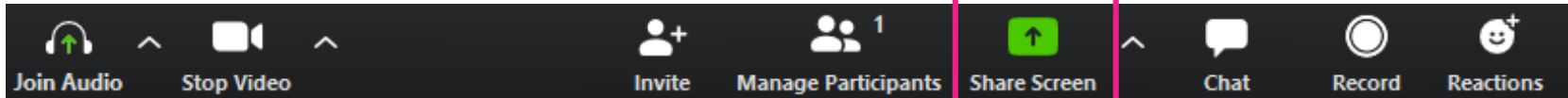
Dial by your location
US Toll

Meeting ID: 585 407 962
Find your local number: <https://zoom.us/j/585407962?pwd=ZlJ3Y3lvYVM1L2p4eW92VnJXRdV3Zz09>

Screen sharing and PPT

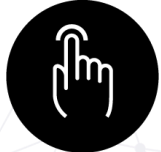
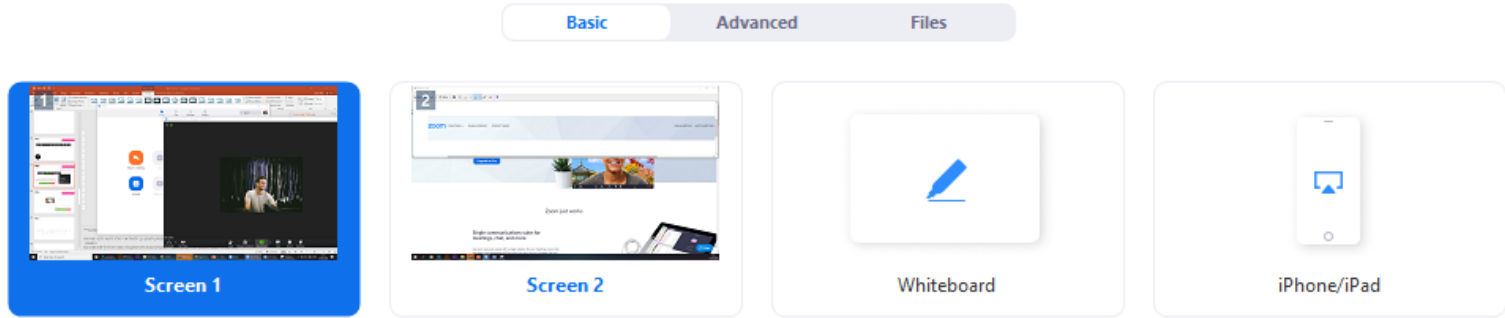


Screen sharing and PPT



Choose: share > screen

Select a window or an application that you want to share

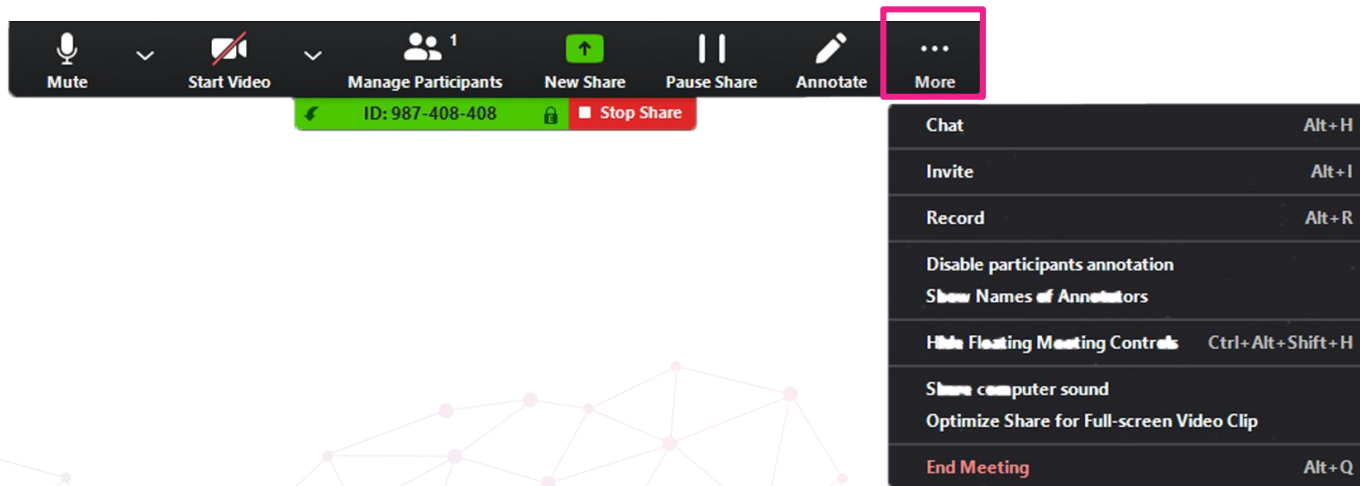


Screen sharing and PPT

Teacher's View



Use mouse over to see the bar:



A meeting control bar with a black background. From left to right, it contains: a microphone icon with 'Mute' below it; a video camera icon with a red slash and 'Start Video' below it; a group of three people icon with '1' and 'Manage Participants' below it; a green square with an upward arrow and 'New Share' below it; a pause icon with 'Pause Share' below it; and a pencil icon with 'Annotate' below it. A 'More' button with three dots is highlighted with a pink box. Below the bar is a green status bar with a left-pointing arrow, the ID '987-408-408', and a lock icon, followed by a red 'Stop Share' button. A dropdown menu is open from the 'More' button, listing various options with keyboard shortcuts.

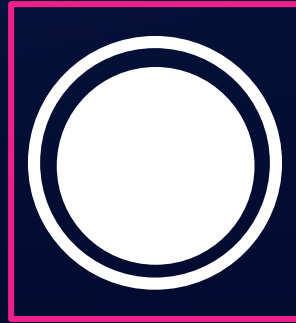
Chat	Alt+H
Invite	Alt+I
Record	Alt+R
Disable participants annotation	
Show Names of Annotators	
Hide Floating Meeting Controls	Ctrl+Alt+Shift+H
Show computer sound	
Optimize Share for Full-screen Video Clip	
End Meeting	Alt+Q



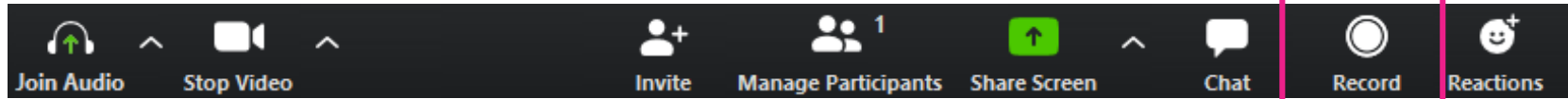
TIP 05

**Close unwanted pages before starting a lesson.
Disable email notifications.**

Lesson Recording



Lesson Recording



- Creates an MP4 file
- You may store it on your PC or in the cloud
(automatically located at: my documents > ZOOM)

TIP 06

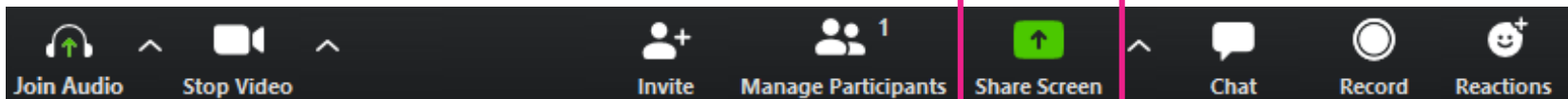
Always Record!

- Technical problems
- Absence
- Self-reflection
- Creating asynchronous videos for learning

Whiteboard

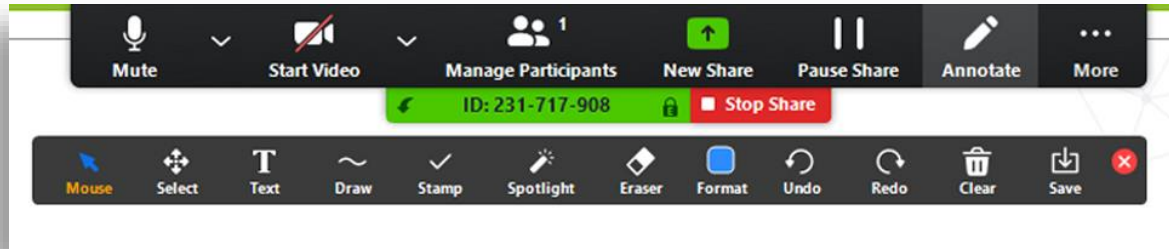


Whiteboard



Whiteboard

Annotations

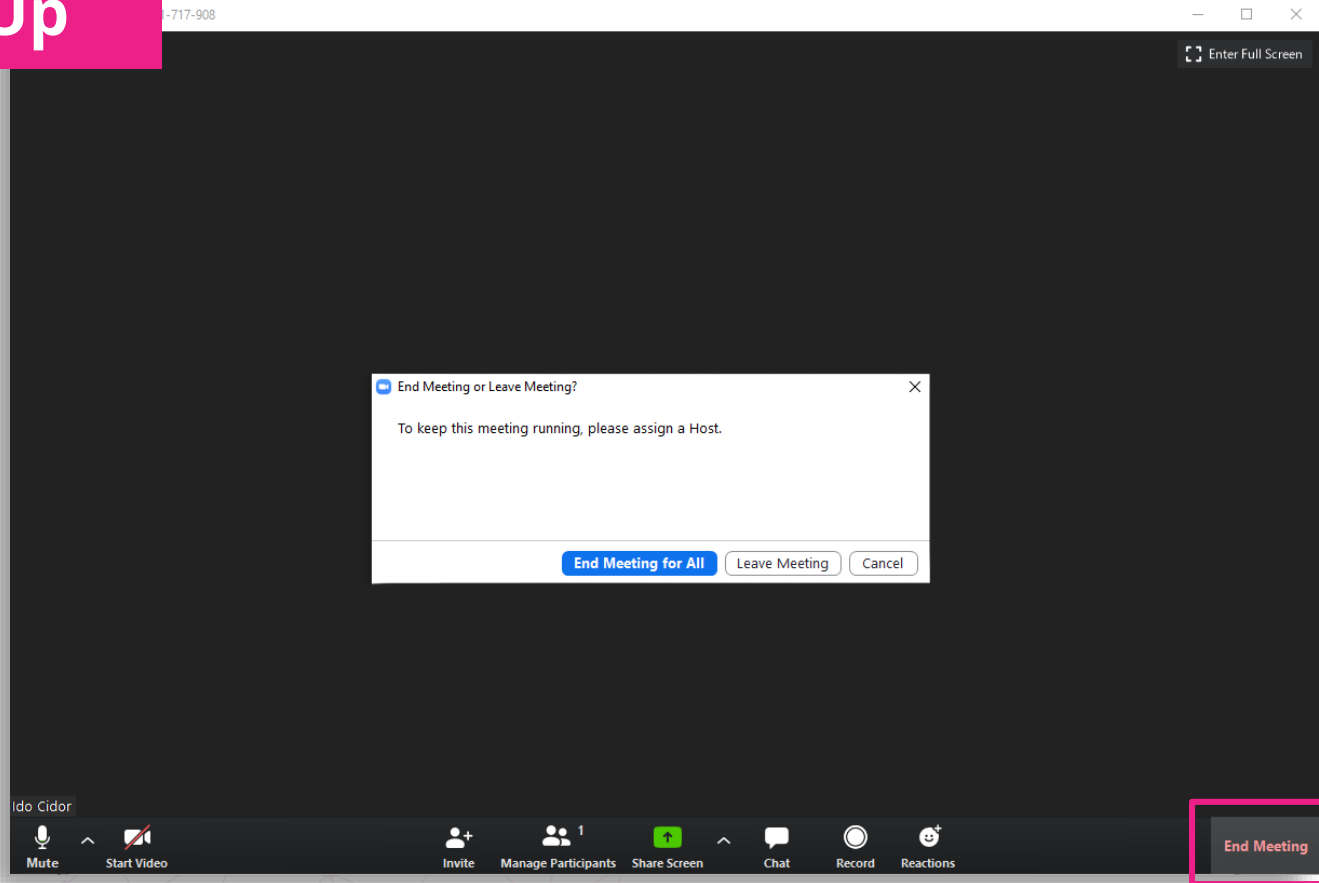


The image shows a Zoom meeting toolbar with various controls. The top row includes Mute, Start Video, Manage Participants (with a '1' icon), New Share, Pause Share, Annotate, and More. Below this is a green bar with the meeting ID 'ID: 231-717-908' and a red 'Stop Share' button. The bottom row contains drawing tools: Mouse, Select, Text, Draw, Stamp, Spotlight, Eraser, Format, Undo, Redo, Clear, and Save.

$$\left(x + \frac{7}{2}\right)^2 = x^2 + 7x + \frac{49}{4}$$

The equation is displayed on a whiteboard. The term $\left(x + \frac{7}{2}\right)^2$ is circled in blue, and a blue arrow points from the circle to the right.

Wrap Up



The screenshot shows a Zoom meeting window with a dark background. At the top, the window title bar displays the phone number "-717-908" and standard window controls. In the top right corner, there is a button labeled "Enter Full Screen". A white dialog box is centered on the screen with the title "End Meeting or Leave Meeting?" and a close button (X). The text inside the dialog box reads: "To keep this meeting running, please assign a Host." At the bottom of the dialog box, there are three buttons: "End Meeting for All" (highlighted in blue), "Leave Meeting", and "Cancel". At the bottom of the Zoom window, there is a toolbar with several icons: Mute, Start Video, Invite, Manage Participants, Share Screen, Chat, Record, and Reactions. The "End Meeting" button in the bottom right corner of the toolbar is highlighted with a pink rectangular box.



TIP 07

Use interactive tools like **Mentimeter** to
keep students engaged

Technical tips:

- 1 Use a wired network (not wireless)
- 2 Computer, Microphone & headphones
- 3 Prepare your “studio”: Lighting, quiet, background
- 4 My account > settings
- 5 Practice
- 6 Zoom License

We are here to **help**



Technical
support during
your lesson



Technical and
pedagogical
guidance



Website:

<https://taonline.tau.ac.il/covid>



Email:

Tauonlinehyb@tauex.tau.ac.il