Using Zooms interactive capabilities

(a demonstration using Zoom)

Monday 6th July 2020, 5.30pm

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Contents

- Introduction – the context for this webinar

- Using Zooms interactive capabilities

- Questions & Close

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Introduction

Differentiation

- Webinar – 1 to many – mostly lecture based

- Training – 1 to few – should be more interactive

- Meeting – 1 to few – conversational/collaborative

Classroom based training

- Face to face (see their body language)

- Feedback

- Sit with attendees during practical work

- Easy access to attendees during breakout sessions

Classroom based training

- Focus - Easier to keep distractions to a minimum (phones etc.)

- Interaction with other learners

- Adaptive side-tracks

Interactive elements

- Annotations

- Breakout rooms

- Chat/feedback/questions

- File examples

- Quizzes/tests/polls

- Whiteboards

Using Zoom to deliver training

For each area -

- Set up
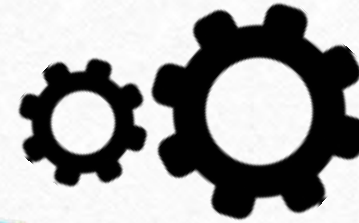
- Where

- How
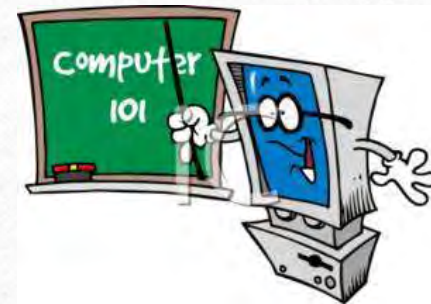
For each area -

- Settings
  - Sign in to the web interface
    - Account management
    - Account settings
    - Meeting

Orientation

Video

Participants

Chat

Annotations

- Set up

Annotation

Allow use of annotation tools to add information to shared screens ☑

☑ Allow saving of shared screens with annotations ☑
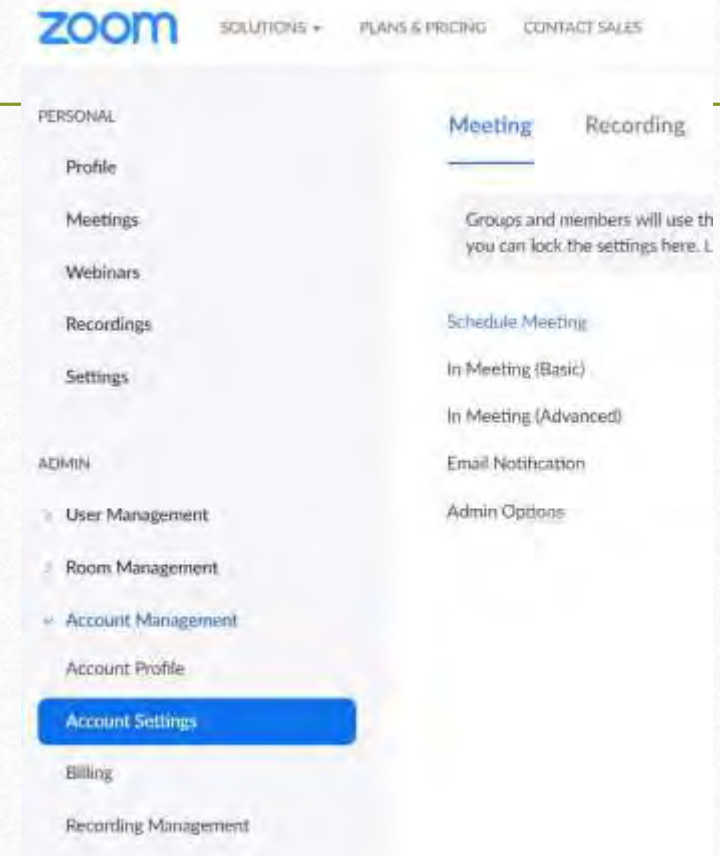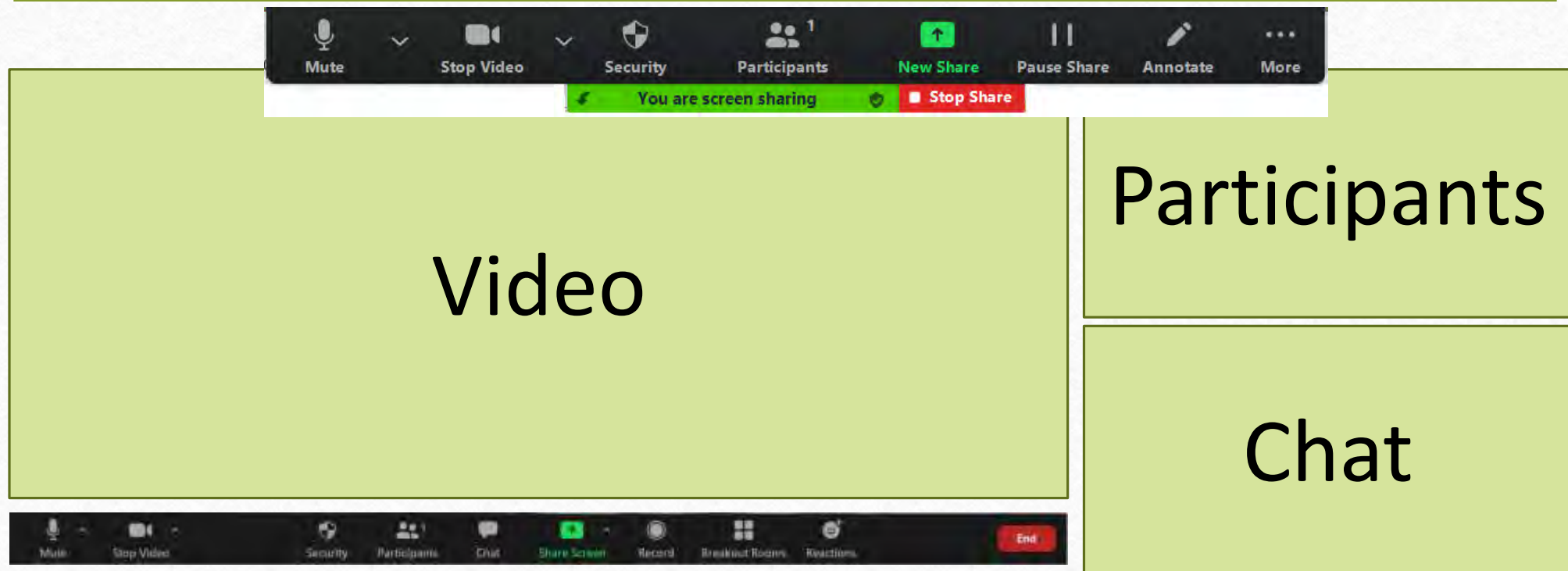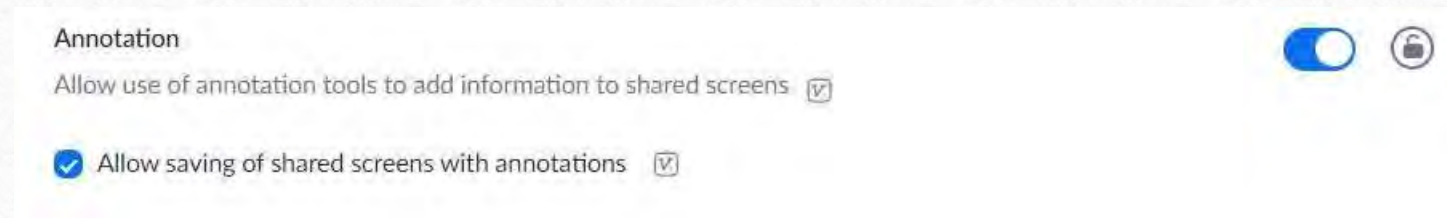
- Where – when sharing a screen – at top of screen
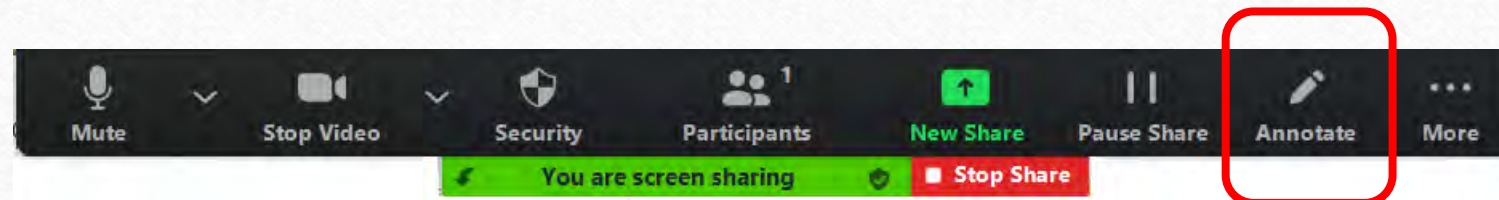
Annotations

- How

Try it now … say hello

Breakout rooms

- Set up

- Where

Breakout room
Allow host to split meeting participants into separate, smaller rooms

✓ Allow host to assign participants to breakout rooms when scheduling
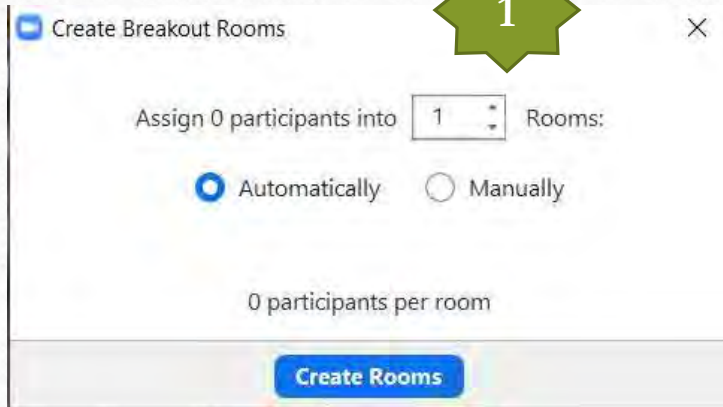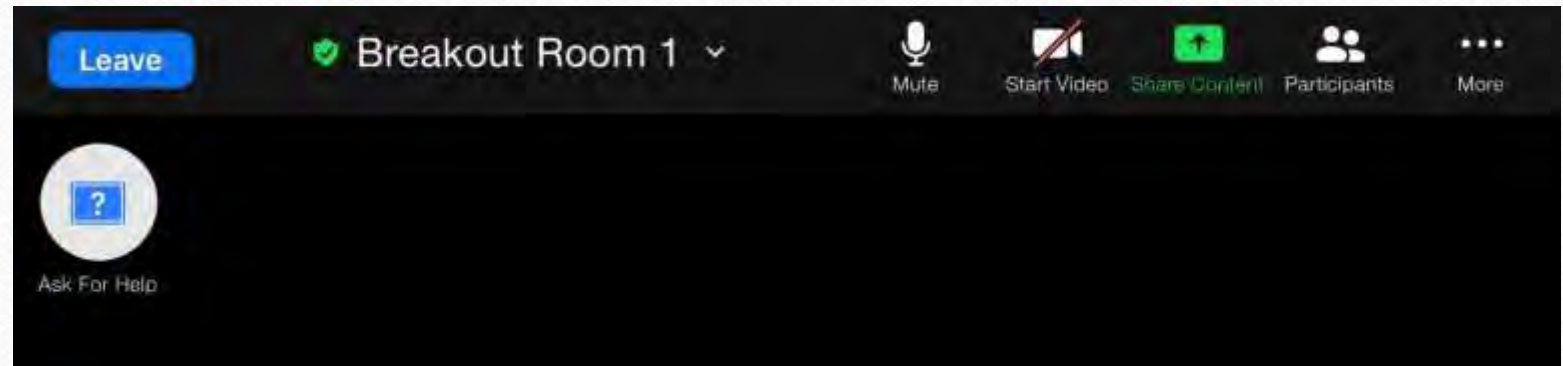
Breakout rooms

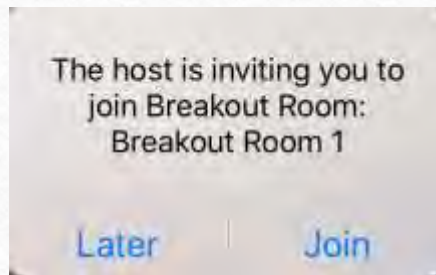- How – creating rooms
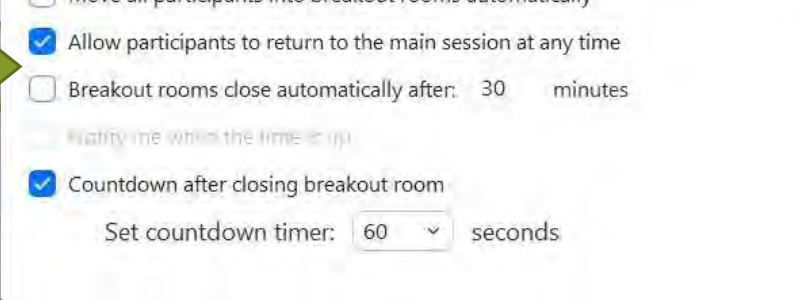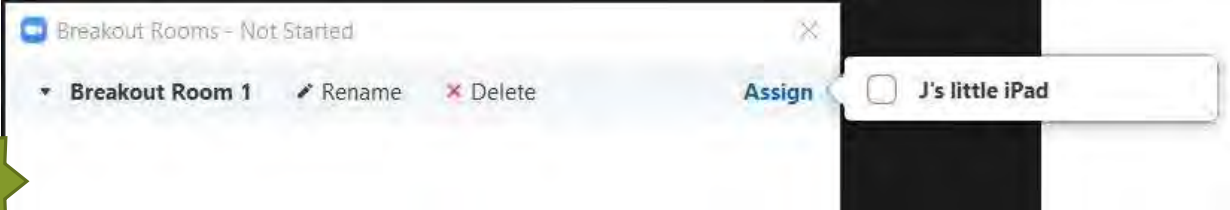
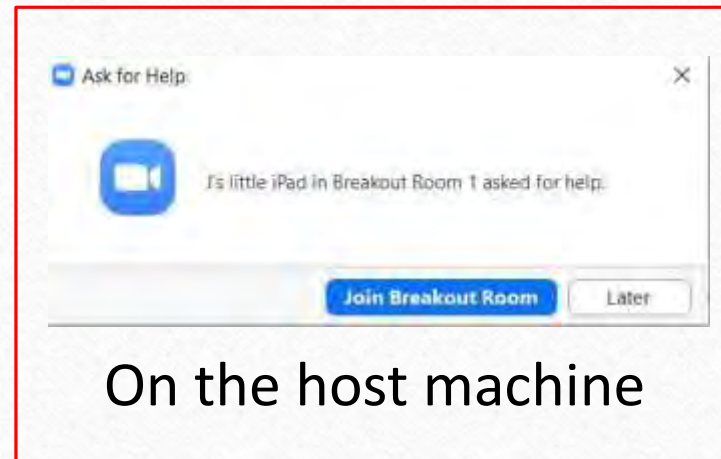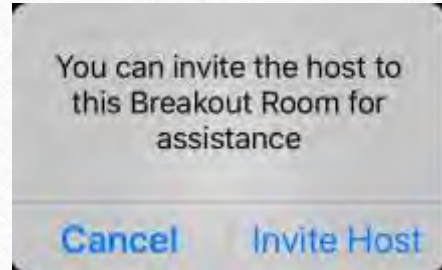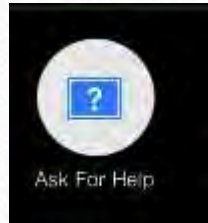Maximum 50 sessions

Breakout rooms

- How – running rooms
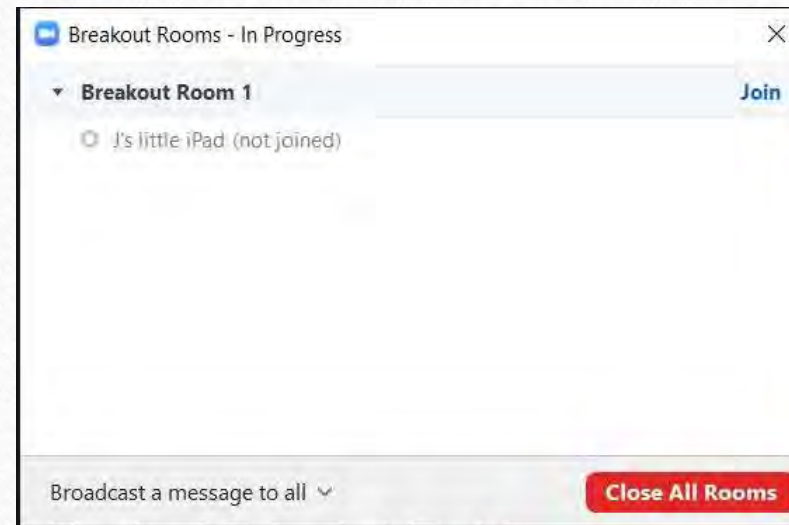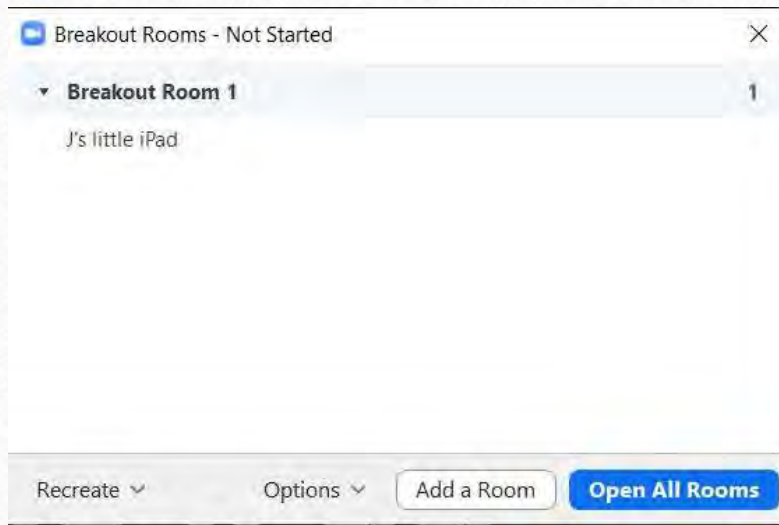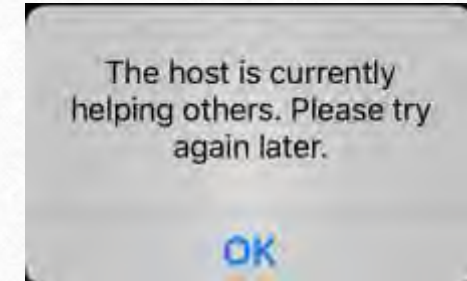
Breakout rooms

- How – attendees point of view

Breakout rooms

- How – attendees point of view

Ask For Help

You can invite the host to this Breakout Room for assistance
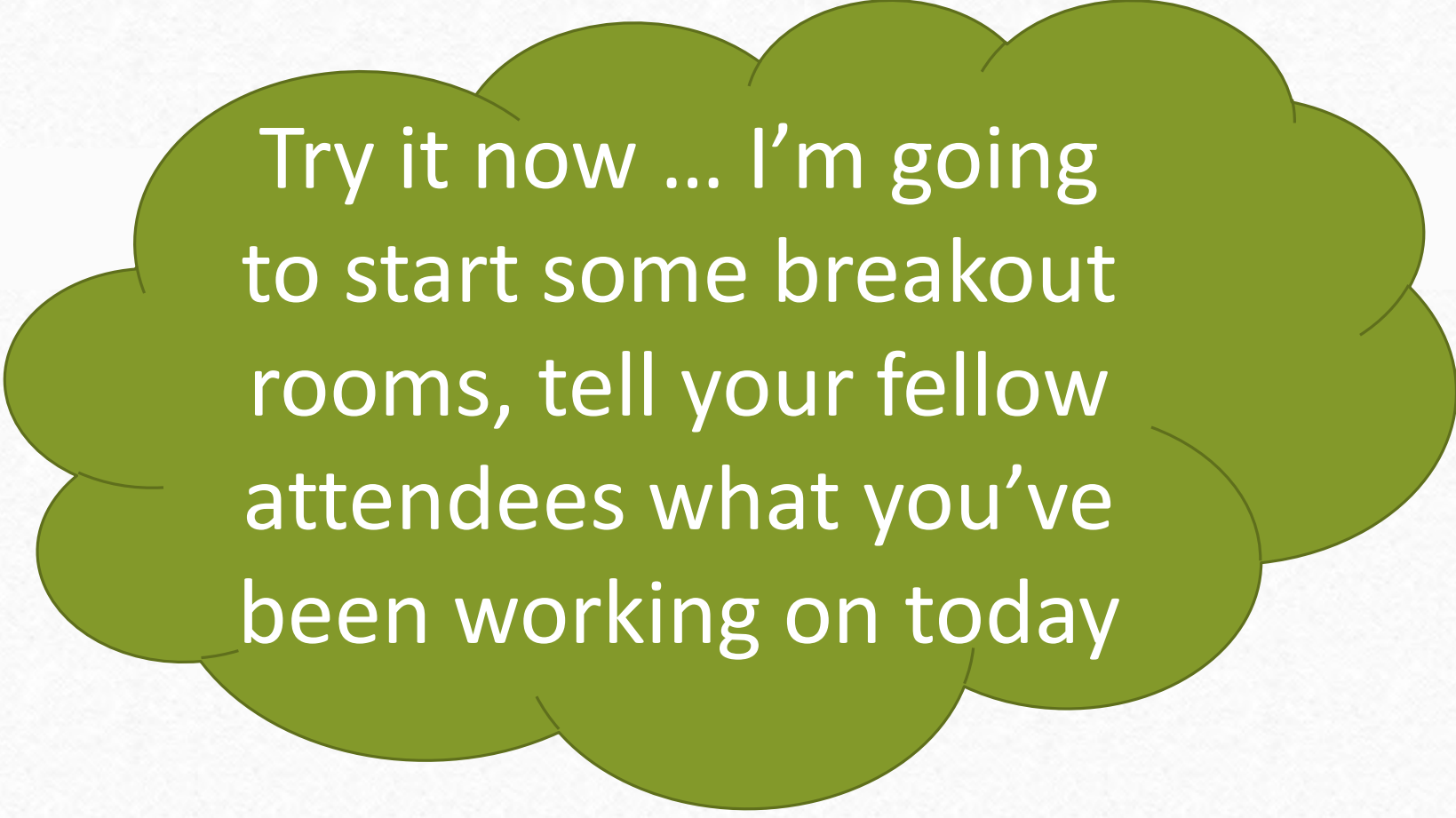
Cancel   Invite Host

Ask for Help

J's little iPad in Breakout Room 1 asked for help.

Join Breakout Room   Later

On the host machine

The host is currently helping others. Please try again later.

OK

Breakout rooms

- How – ending breakout sessions
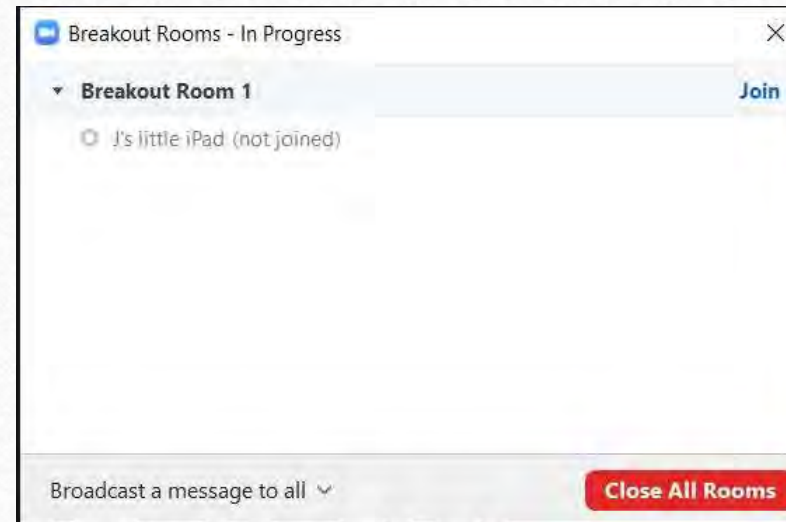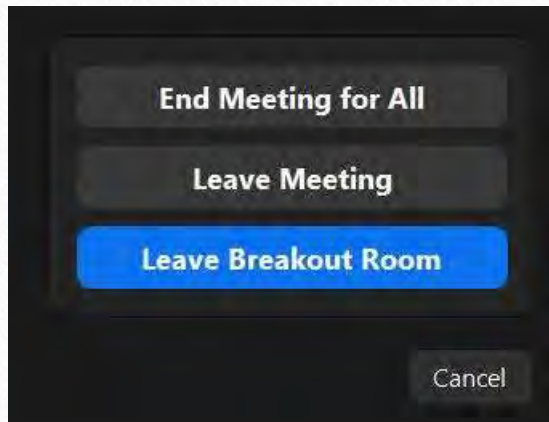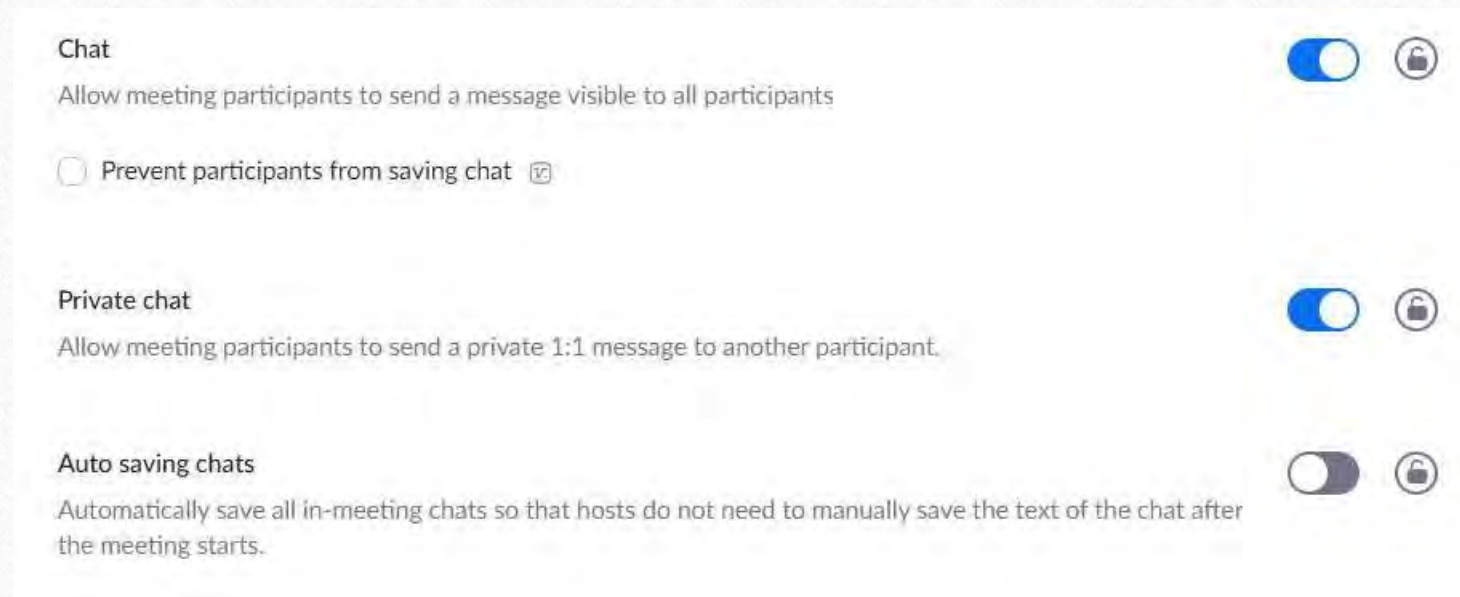
Try it now … I'm going to start some breakout rooms, tell your fellow attendees what you've been working on today

Chat/feedback/questions

- Set up

Chat

Allow meeting participants to send a message visible to all participants
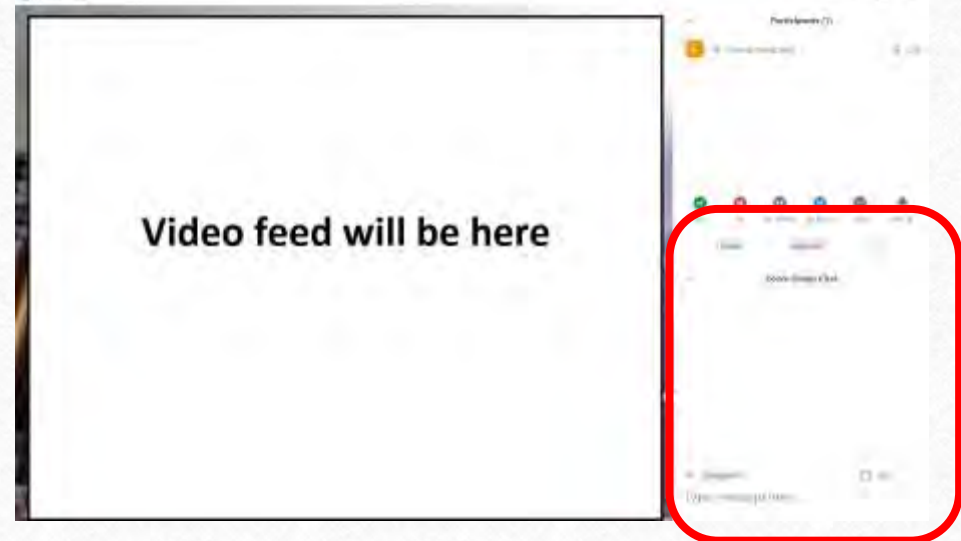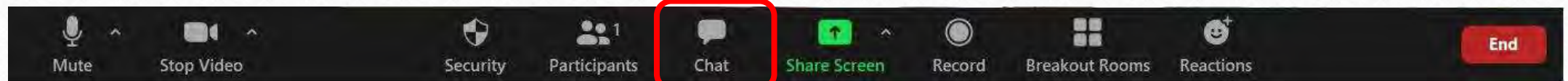
○ Prevent participants from saving chat

Private chat

Allow meeting participants to send a private 1:1 message to another participant.

Auto saving chats

Automatically save all in-meeting chats so that hosts do not need to manually save the text of the chat after the meeting starts.
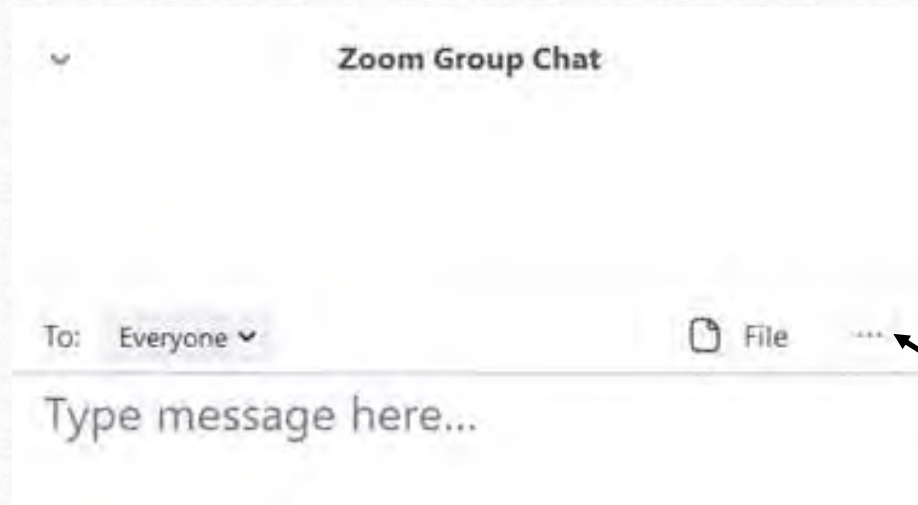
Chat/feedback/questions

- Where

Video feed will be here

Chat/feedback/questions

- How

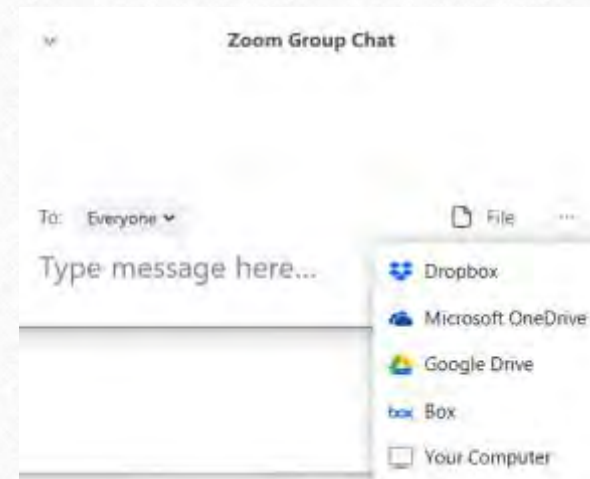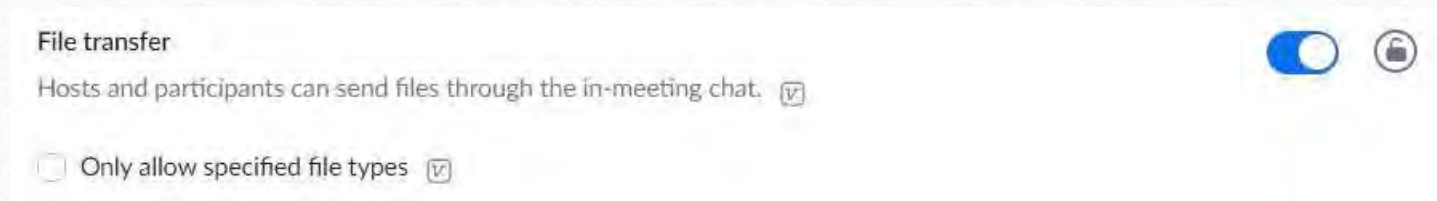

Allows you to control who the participants can chat with

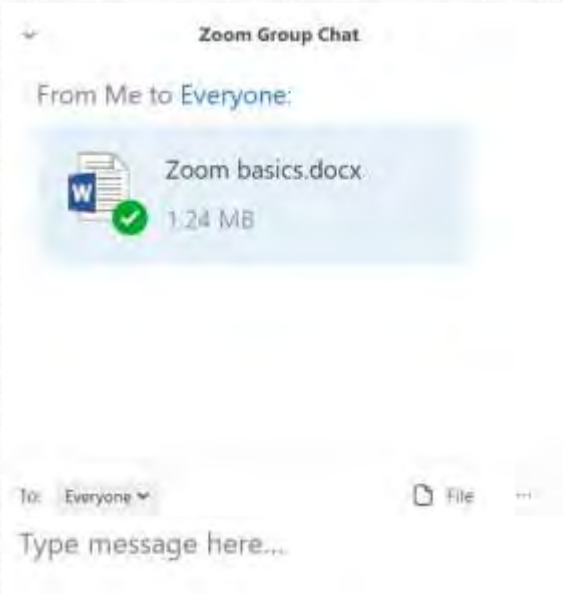Try it now … open the chat area, tell me what is your favourite food

File examples

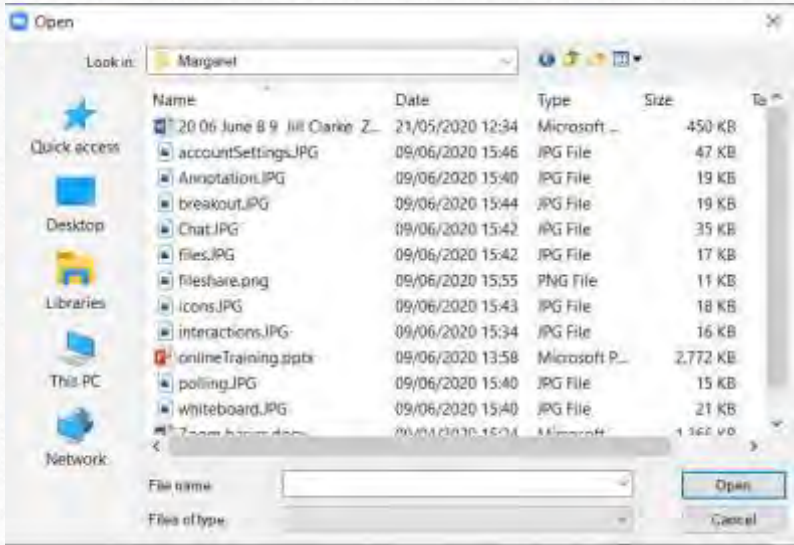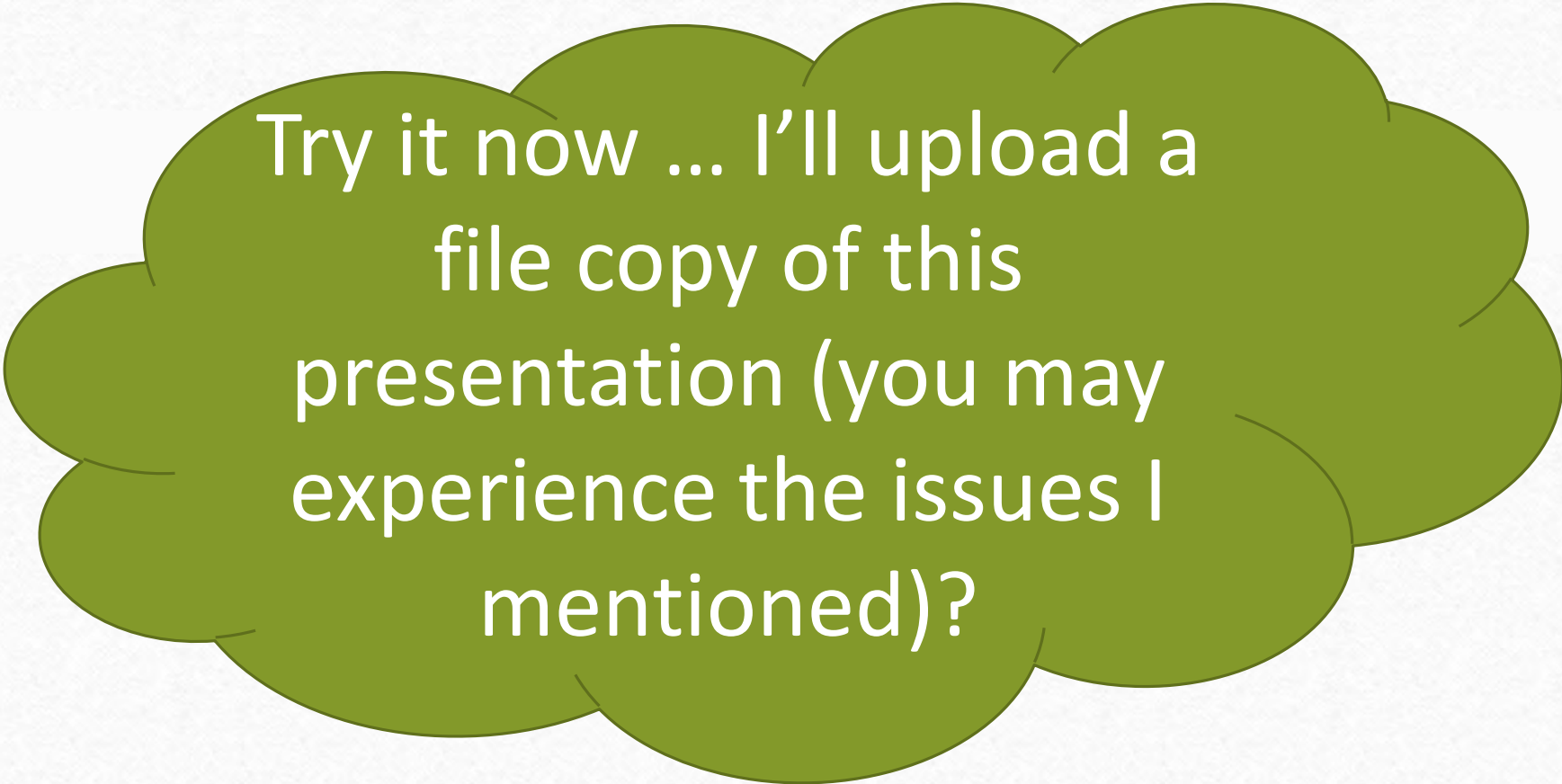- Set up

File transfer
Hosts and participants can send files through the in-meeting chat. [v]

Only allow specified file types [v]

- Where – in the chat area

Zoom Group Chat

To: Everyone ✓   File ...

Type message here...

Dropbox
Microsoft OneDrive
Google Drive
box Box
Your Computer

File examples

- How

Try it now … I'll upload a file copy of this presentation (you may experience the issues I mentioned)?
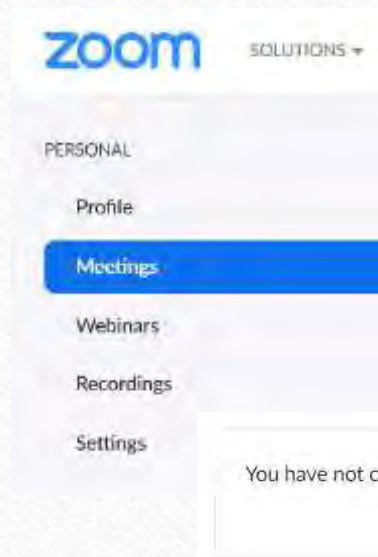
Quizzes/tests/polls

- Set up

Polling
Add 'Polls' to the meeting controls. This allows the host to survey the attendees. ☑

- Where – either from the in-meeting tools
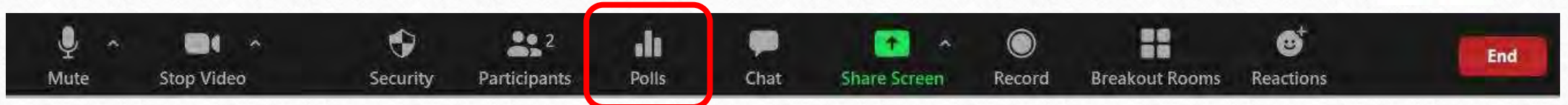
Quizzes/tests/polls

- Where – or from the meeting area of the web interface

Maximum of 25 polls for a single meeting
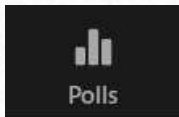
Quizzes/tests/polls

- When you schedule a meeting, save and reuse the poll

Quizzes/tests/polls

- How – create a poll

Takes you to the web interface

Quizzes/tests/polls

- How - create

Maximum of 10
questions per poll

Quizzes/tests/polls

- How - launch

Quizzes/tests/polls

- Viewing
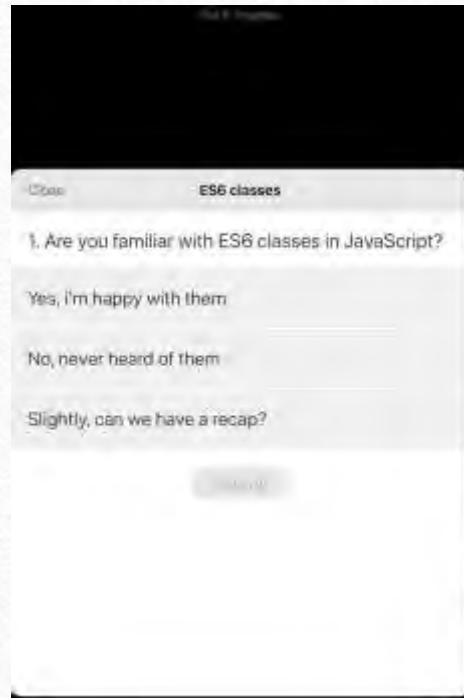
Attendee view

Host view
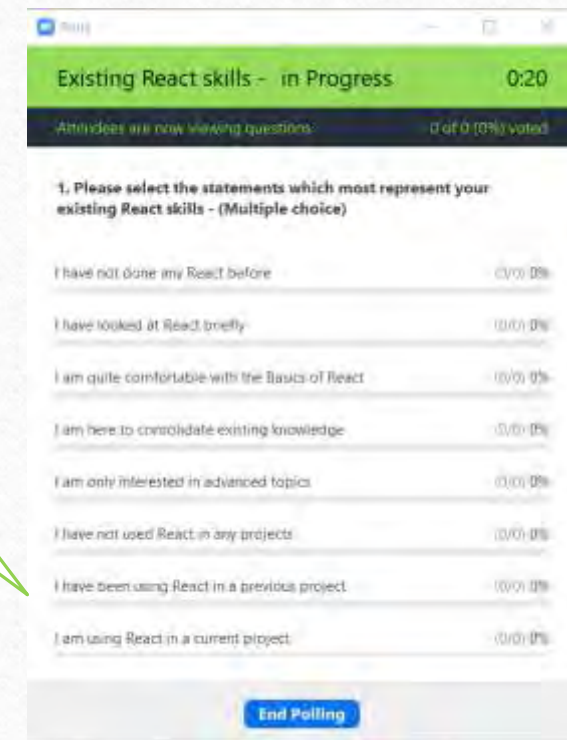
Quizzes/tests/polls

- How - results

Try it now ... fill in the poll

Quizzes/tests/polls

- Other types of interaction can be used - icons
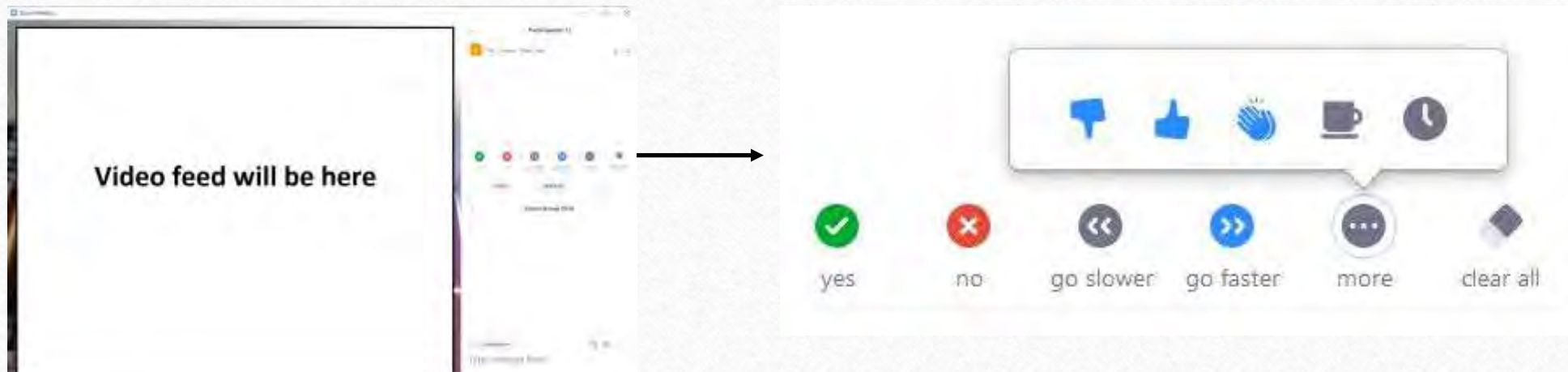
Try it now … open the participants area and use the icons

Quizzes/tests/polls

- Other types of interaction can be used - Reactions

Try it now …
use the
reactions

Whiteboards

- Set up

- Where – sharing a screen

Whiteboards

- How
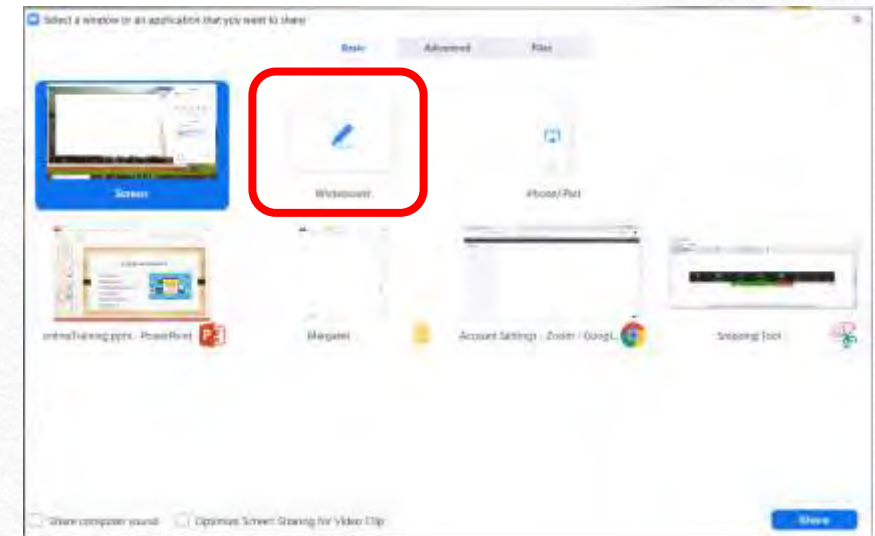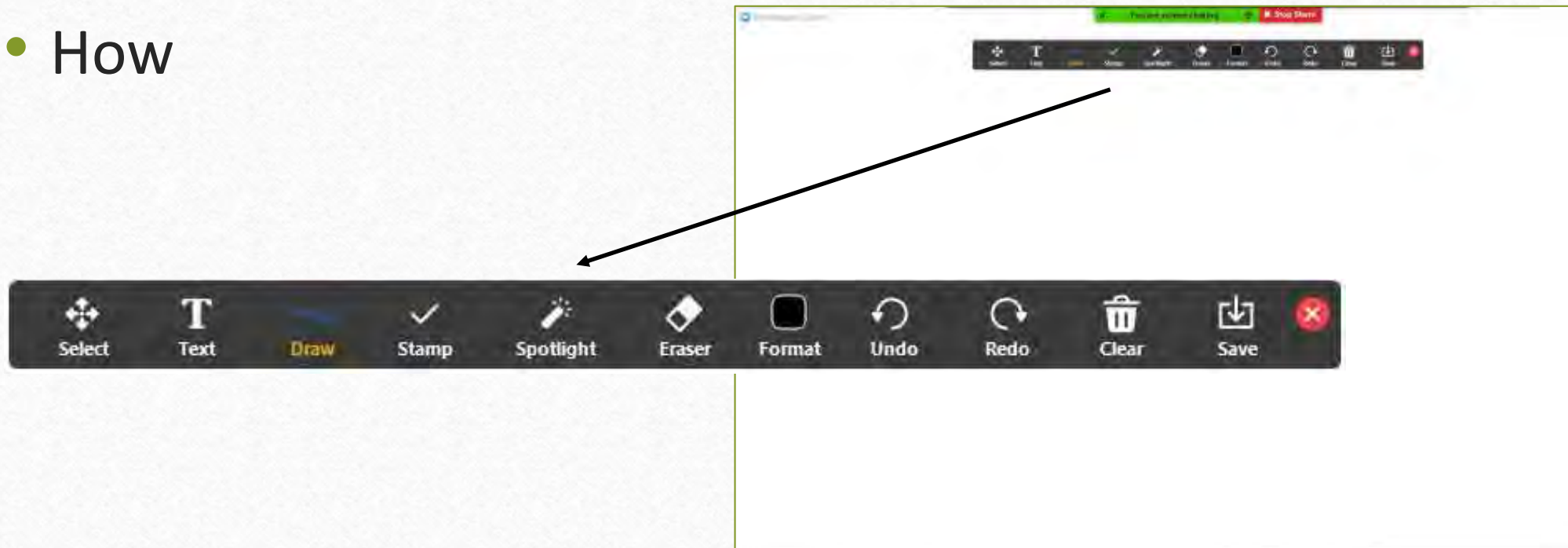
Try it now …
use the
whiteboard

Questions & Close

Recommendations

https://www.futurelearn.com/

https://elearning.uq.edu.au/guides/virtual-classroom-using-zoom

https://flipboard.com/@techrepublic/zoom-tips-and-tutorials-flkks0d4z

Recommendations

Request from Margaret –

Could you please help out on an online questionnaire – (aimed at the wider public, on learning new skills during lockdown –

https://www.surveymonkey.co.uk/r/VQT7RYG

Contact me

jill@talkingbear.co.uk