Teaching with Zoom

Agenda

Zoom with LumiNUS

Device and Setup
- **Webcam and Microphone**
- **Home, Office and Hybrid Teaching**

Zoom Interface and Features
- **Basic: Security, Waiting Room, Chat, Share Screen, Annotate, Record**
- **Advance: Breakout Room**

New Zoom Features
- **Live Transcript (Closed Caption)**
- **Live Interpretation**

Tools for Engagement
- **Poll Everywhere**

Some commonly asked questions in NUS

Q&A

License Type (Numbers)

Zoom Meeting for 300 participants

Large Meeting for 500/1000 available upon request ([apply here](#))

Each account can only host and launch one meeting at a time

No 40 mins time limit

Maximum of 50 Breakout Rooms

Maximum size per breakout room (depends on participant limit)

Zoom with LumiNUS

Demo to create a Zoom Meeting in LumiNUS

How you can publish the cloud recordings

How students can view the cloud recordings

https://wiki.nus.edu.sg/display/LumiNUSstaff/Conferencing+Overview
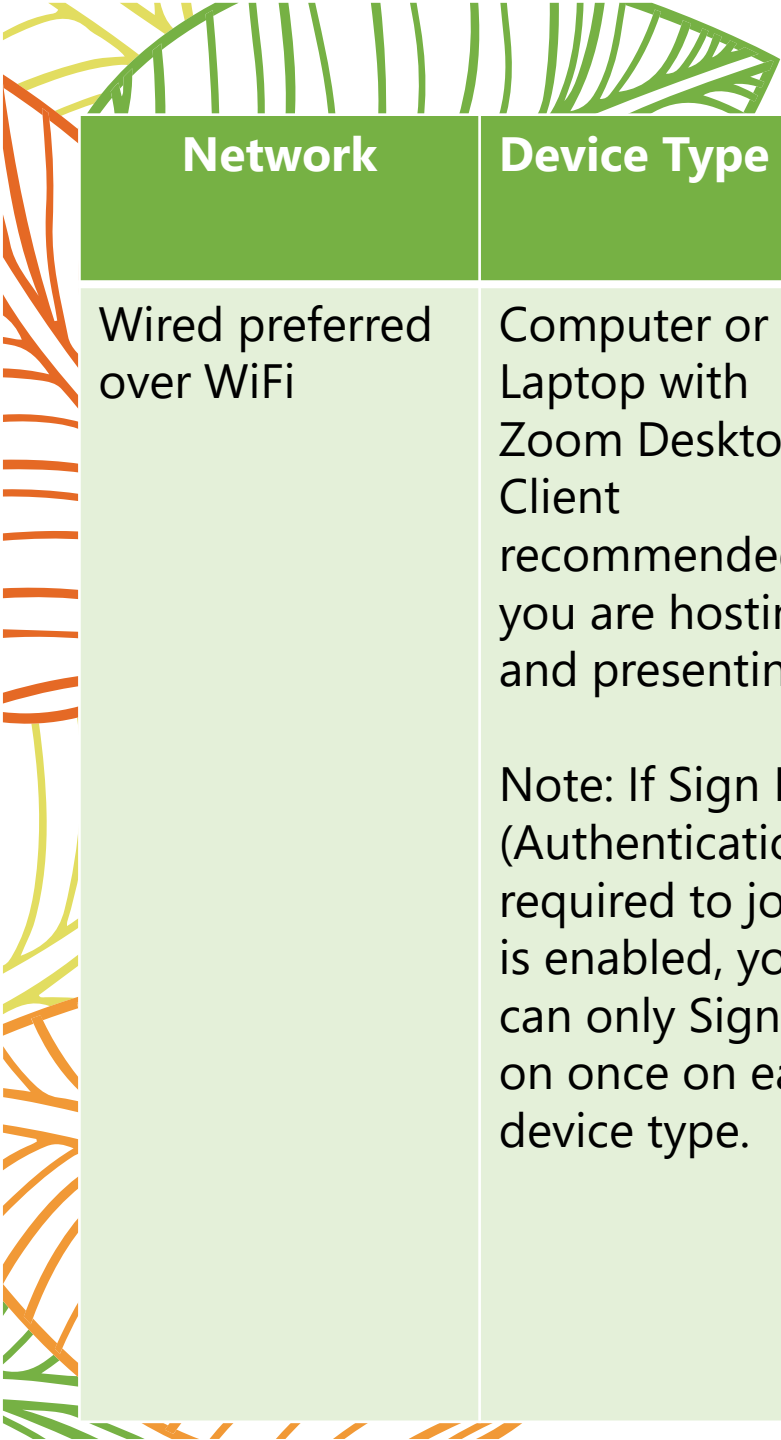
Zoom Account Settings (Demo)

All Zoom session and recordings in LumiNUS, links back to your Zoom account.

NUS Zoom Portal Account Settings:
- [Meetings Created](#)
- [Cloud Recordings](#)

Device and Setup

Device Requirements and Tips

Network	Device Type	Headset	Webcam	Lighting	Environment
Wired preferred over WiFi	Computer or Laptop with Zoom Desktop Client recommended if you are hosting and presenting. Note: If Sign In (Authentication required to join) is enabled, you can only Sign In on once on each device type.	Wired preferred over wireless If you are using laptop speakers, make sure the surfaces around it are not reflective (metal and glass surfaces). Avoid separate device for microphone and speakers. No echo-cancellation.	720P is fine Webcam eye level Stay in the frame, nose in the center.	Webcam video will appear blur or pixelated due to poor uneven lighting. Use sunlight from window to brighten your face. Don't sit with the window behind.	Noise (Fan and machineries)

Zoom Desktop Client Settings (Demo)

Settings to fine tune your Video and Audio.
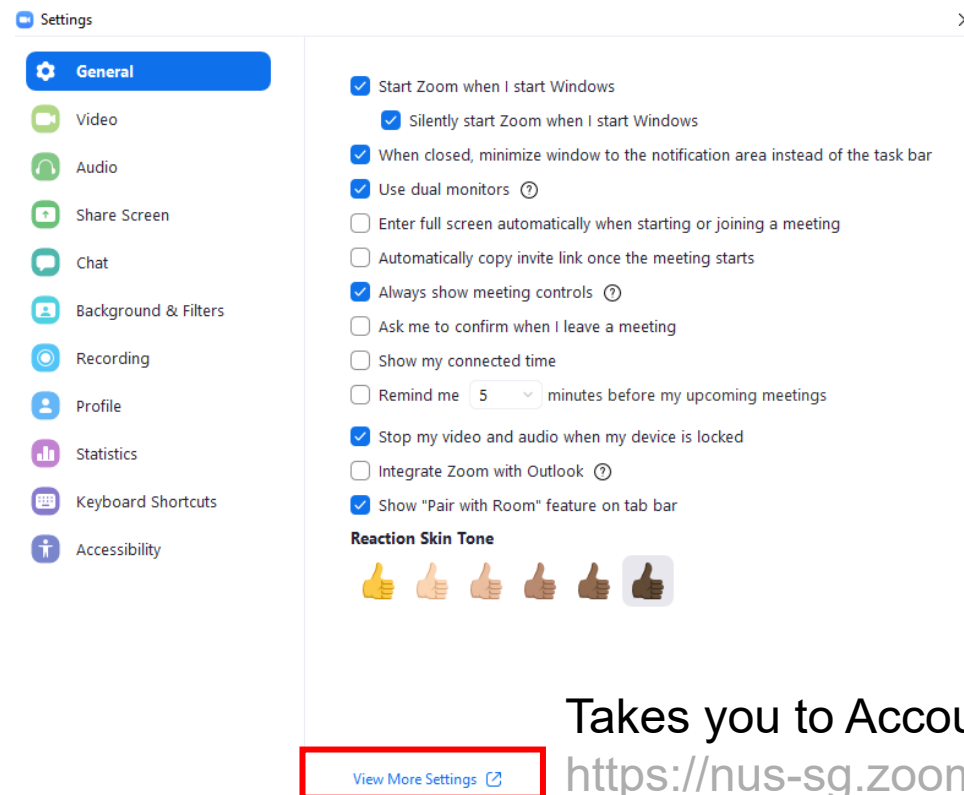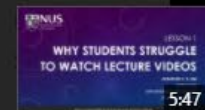

Takes you to Account profile settings
https://nus-sg.zoom.us/profile/setting

How to Make Effective and Engaging Lecture Videos

7/7 videos

Lesson 1 - Why Students Struggle to Watch Lecture Videos
How to Make Effective and Engaging Lecture...
5:47

Lesson 2 - Less is More
How to Make Effective and Engaging Lecture...
4:24

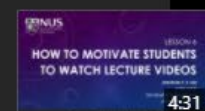**Lesson 3 - How to be Engaging in Front of the Camera**
How to Make Effective and Engaging Lecture...
5:50

Lesson 4 - How to Film Yourself Without Feeling Weird
How to Make Effective and Engaging Lecture...
8:22

Lesson 5 - How to Captivate the Learner till the End
How to Make Effective and Engaging Lecture...
5:53

Lesson 6 - How to Motivate Students to Watch Lecture Videos
How to Make Effective and Engaging Lecture...
4:31

Lesson 7 - Tips and Tricks for Good Lighting and Audio
How to Make Effective and Engaging Lecture...
10:02

Jonathan Sim's shares on
"How to make effective and engaging lecture videos"
on geNiUSchannell.
Click to view. Will requires NUS Sign In.

Zoom Ready Teaching Venues

Lecture Theatres and Seminar Room are equipped to support Zoom sessions

Devices connected to the computer:

- **Camera (wall/ceiling) at the back to capture the lecturer**

- **Microphones**

- **Document Camera (some)**

- **Ceiling or additional microphones for students (some)**

Check and test first 2 weeks before the semester starts

Zoom Features (Demo)

1. **Security Button**
2. **Manage Participants**
3. **Share Screen**
4. **Text Chat**
5. **File Transfer**
6. **Annotation**
7. **Recording**
8. **Live Transcript (Closed Captions)**
9. **Live Interpretation**
   (Guest Speakers or International Events)
10. **Immersive View**
11. **Breakout Room**

Lock Meeting
Enable Waiting Room
Hide Profile Pictures

Allow participants to:
✓ Share Screen
✓ Chat
✓ Rename Themselves
✓ Unmute Themselves
✓ Start Video

Suspend Participant Activities

Using Zoom with Poll Everywhere

Engage with a wider variety of question type offered by Poll Everywhere:

- Multiple Choice Polls
- Word Clouds
- Q&A (with upvoting optioin)
- Clickable Images
- Open Ended
- Rank Order
- Survey

https://wiki.nus.edu.sg/display/cit/Poll+Everywhere+Question+Types

Step 1:

Before the online meeting, close all unnecessary apps. If you have alarms or notifications you don't want the audience to see, make sure you adjust those settings beforehand.

Step 2:

Open the activity you'll be presenting on PollEverywhere.com by navigating to My polls.

Step 3:

Launch Zoom (either by using a browser or by launching the desktop app) and start the meeting.
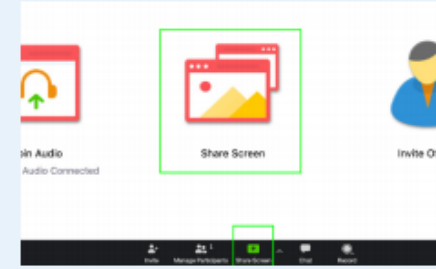
Step 4:

Select the screen-sharing feature and share your screen. With the new Poll Everywhere for Windows app, you can choose to share just your PowerPoint window.

Step 5:

Direct participants to your unique PollEv.com URL or submit responses via SMS.

Step 6:

Enter fullscreen mode to present and activate your Poll Everywhere activity. Advance to the next one by using your arrow keys or pressing "Next" and "Previous" in the bottom right-hand corner of the screen.

As participants respond, watch results fill the screen and bring the conversation to life.

screen-sharing-on-zoom-poll-everywhere.pdf (polleverywhere.com)

Thank you

Resources

NUS Zoom Wiki Guide
https://wiki.nus.edu.sg/display/cit/Zoom

Zoom Help Center
https://support.zoom.us/hc/en-us

NUS-SG Zoom Portal
https://nus-sg.zoom.us

Zoom Conferencing Helpdesk
https://cithelp.nus.edu.sg/servicedesk/customer/portal/4/create/50

Q & A