Zoom Tips

1. Set Zoom norms at the start of the semester and revisit them throughout the semester

2. Incorporating a break when the class will run beyond an hour

3. Encourage students to use the chat feature to contribute while I am yapping my mouth.

4. Use "unmutes" in the place of reading a student's body language

5. If you have a large class, avoid throwing questions for anyone to answer. Come to class with a prepared list of students you will call on for that session.

6. Whiteboarding when you have a collaborative exercise that is appropriate for the tool
   a. Steps that students should take to view the annotation bar:
      - While viewing a shared screen or shared whiteboard, click **View Options** then **Annotate** at the top.
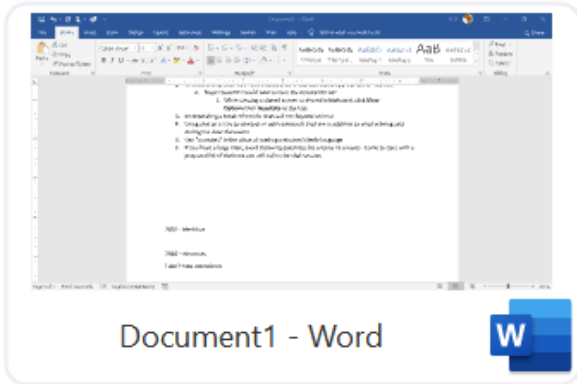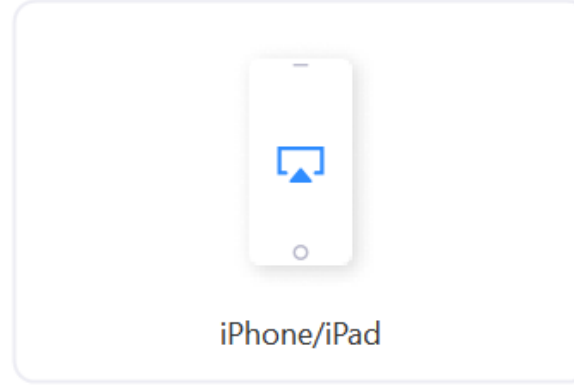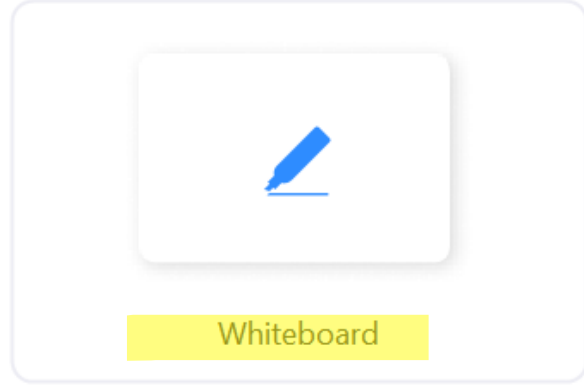
Select a window or an application that you want to share   ✕

Basic   Advanced   Files

Screen   Whiteboard   iPhone/iPad

Document1 - Word

☐ Share computer sound   ☐ Optimize Screen Sharing for Video Clip   **Share**

Student's View