

Zoom lecture tips from assistant professor Jenny Suckale (Geophysics)
March 12, 2020

- 1. Login as host is important since this allows you to mute all participants using the “manage participants” tab.** There is a setting to mute all participants upon entry which is useful. You really need to mute participants to avoid too much background noise and some of them might not know where to find the mute button. My protocol is that everybody remains on mute unless they want to ask a question.
- 2. I prefer the chat window for students to ask questions** which works well, but you could also have them raise their hand (there is a button for that) and then you can call on them to ask a question. Students can unmute themselves to ask questions. You see the hand raising with an icon that appears in the “manage participants” tab.
- 3. Consider requiring students to login with video** to get feedback on their response/degree of engagement. It takes some time to get used to not getting direct feedback from seeing the audience.
- 4. There are a couple of fun icons you can use to gather feedback**, such as buttons for yes and no, or going faster or slower. You see all this feedback pop up in the “manage participants” tab.
- 5. Having two screens to orchestrate the lecture can be really useful.** I use one screen to run the slides (using the share screen feature) and a second screen to monitor the chat tab and the participants tab.