



## Using Zoom for Remote Instruction – Agenda

**Date:** Tuesday, October 27, 2020

**Time:** 1:00 p.m. to 2:30 p.m.

### **Workshop Description:**

Whether you're an administrator, instructor, or staff everyone has heard of Zoom. But how should you use it effectively to provide quality instruction for our students in the current world we live in? This session will go over the basics of how to use Zoom for remote instruction. Topics include: setting up your Zoom account, reviewing your Zoom privacy and security settings, how to schedule a Zoom in your Canvas/Google Classroom/LMS, Zoom Polls, Breakouts, and how to record your Zoom video along with Zoom Backgrounds and extras. Accessibility and captioning items will also be discussed.

**Zoom Meeting Link:** TBD

### **Learning Outcomes:**

- Setting up your Zoom account
- Updating your Zoom app
- How to do Polls and Breakouts in Zoom
- Review your Zoom account interface
- Review Zoom privacy and security settings
- How to schedule a Zoom meeting (with Waiting rooms)
- How to record with Zoom
- How to setup Zoom templates
- Virtual Background and extras