Zooming into 2021!

Virtual Faculty Connection
January 11, 2021
Topics

- Zoom overview
- Access - who can access, setting up your account
- Scheduling meetings/Personal rooms
  - Meeting settings
- Navigating the interface
  - Sharing (screen, whiteboard, video)
  - Recording
  - Interaction
- Blackboard integration
- Additional Features / Q&A
Tell me about yourselves

- Topics of interest
- Tools you’re using
Accessing Zoom

- https://gwu-edu.zoom.us/
- Click “Sign In” to set up your account
- Currently available to GW Faculty, Staff & Students
Zoom link for today’s session

Join Zoom Meeting

- https://gwu-edu.zoom.us/j/92793210521?pwd=cjk1RHFDQVNOcEpgcDERd2JyRm9Pdz09

- Meeting ID: 927 9321 0521
- Passcode: 12345
Scheduling Meetings

- Personal Rooms vs. Scheduled meetings
- Recurring meetings
- Settings
  - Waiting room
  - Passcode
  - Alternative Hosts
  - Mute on entry
  - Automatically record
In meetings

- Sharing content
  - Screen
  - Application
  - Whiteboard
  - Part of screen
- Allowing others to share
- Annotation
- Controlling the chat
- Non-verbal tools
Blackboard

- Adding Zoom
- Scheduling meetings
- Viewing recordings
Key Resources

- **Zoom Help**
  - Scheduling meetings: [https://support.zoom.us/hc/en-us/articles/201362413-Scheduling-meetings](https://support.zoom.us/hc/en-us/articles/201362413-Scheduling-meetings)
  - Roles in a meeting: [https://support.zoom.us/hc/en-us/articles/360040324512-Roles-in-a-meeting](https://support.zoom.us/hc/en-us/articles/360040324512-Roles-in-a-meeting)

- **GWU**
  - Schedule and Record Zoom meetings in Blackboard: [https://instruction.gwu.edu/sites/default/files/2020-09/BbZoom.pdf](https://instruction.gwu.edu/sites/default/files/2020-09/BbZoom.pdf)

- **Linkedin Learning**
  - [https://www.linkedin.com/learning/topics/zoom?u=74651410](https://www.linkedin.com/learning/topics/zoom?u=74651410)
Please fill out the survey!