

Zoom: Teach Online Class Sessions

Using Zoom allows for synchronous class or meeting sessions, where each person logs in to the web conferencing system at a predetermined scheduled time. This is one way to generate engagement and nurture community in your fully online courses. Within a synchronous session, you use a web-conferencing software and request all your students to join in at the predetermined scheduled time.

Spelman College's web conferencing software is Zoom, and you as a professor can use it to host online class sessions or meetings. Zoom can be used with ease through various forms of technology. Professors and students have the ability to use desktops, laptops, tablets, and smartphones. Zoom provide students with various ways to access a synchronous class session.

Below you will find some helpful tips when using Zoom for your class or meeting:

Preparing for your Zoom session

Zoom was envisioned to be intuitive. Also, it works best if you make some key decisions and create Zoom fluency before inviting students into an online meeting session. Below you will find a few ways to assist you with preparing for your course:

Using Zoom for Classroom Instruction

How to Sign Up for the First Time: Comprehensive Guide to Educating Through Zoom

<https://zoom.us/docs/doc/Comprehensive%20Guide%20to%20Educating%20Through%20Zoom.pdf>

Starting a Virtual Class Session

https://spelmancollege-my.sharepoint.com/:b:/g/personal/blancheb_spelman_edu1/Ed1fekCRORZKICV11O59_K4BZeb7oU-FVqfUhLI3uuVN4Q?e=AvxzpZ

Joining a Meeting

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

Tips and Tricks: Teachers Educating on Zoom

<https://zoom.us/docs/doc/Tips%20and%20Tricks%20for%20Teachers%20Educating%20on%20Zoom.pdf>

Student Tips for Participating in Online Learning

<https://zoom.us/docs/doc/Student%20Tips%20for%20Participating%20in%20Online%20Learning.pdf>

Live Training Webinars

<https://support.zoom.us/hc/en-us/articles/360029527911-Live-Training-Webinars>

Watch Recorded Training Sessions

<https://support.zoom.us/hc/en-us/articles/217214286-Watch-Recorded-Training-Sessions>