

We're excited you'll be joining an upcoming session with us. If you don't have experience using Zoom and Nearpod, check out the videos and links below for some tutorials and tips to help improve your experience. If you have questions, feel free to email us at professionaleducation@relay.edu and put "TPE Question" in the subject line.

Tutorials and Tips	
Zoom and Nearpod	<ul style="list-style-type: none"> • Zoom toolbar overview to help you get acquainted with the interface • Splitting your screen to see both Zoom and Nearpod at the same time • Nearpod demo that explains how to join and participate
Materials	<ul style="list-style-type: none"> • While all materials for the workshop will be provided live, some participants prefer having hard copies with them to follow along. To support this, we share a link to the specific session's slide deck, resources and case study options in advance in our email reminders. If you want to print anything, feel free to do so and reference that during the session!
Case Studies	<ul style="list-style-type: none"> • While we believe our workshops are applicable to all teachers, we aren't able to provide case studies - which are the practice component of many of our sessions – for every grade or content area. If you're a specialist teacher, we encourage you to think about how you can make the most out of the time to ensure the training is still valuable. See here for some ideas.
Tech Set-Up Reminders	<ul style="list-style-type: none"> <input type="checkbox"/> Plan to join on a computer with a webcam and strong internet connection <input type="checkbox"/> If you are attending with a school group or colleagues, please make sure to join in separate spaces with headphones to ensure the best audio quality. If completely separate spaces are not feasible in your building, we recommend that no more than 3 participants share the same room and that they spread out as much as possible. <input type="checkbox"/> Try to arrive 5-7 minutes early to get set up. We will start promptly at the scheduled time <input type="checkbox"/> Be prepared to participate with your video on. The sessions are highly interactive and we believe that you will get the most out of your time if you are able to discuss, chat, and engage with your video on.