

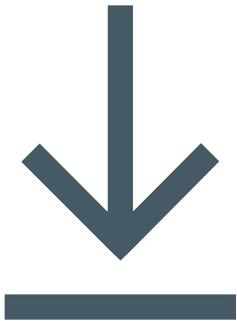
Connecting To Your Synchronous Session

Tips for Successful Participation

Download the Software

Downloading the software or updating it helps ensure you can use all of the functionality (like breakout groups and polling).

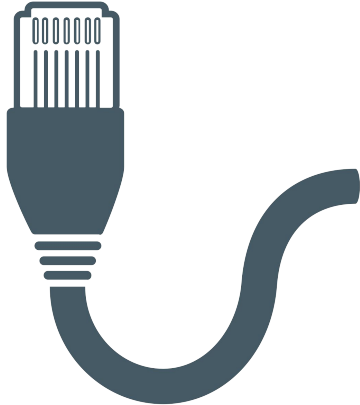
This will also help you understand when you need to update the software to ensure you can fully participate.



Hardwired Connection

An ethernet connection is the best way to ensure you get the best experience.

If you're unable to use a ethernet cable, test out your WiFi connection to make sure it's strong enough for a smooth synchronous session experience.



Quiet Setting

You will need to participate and engage in a video conference.

Find a space that is distraction free to work from!



Join Early

Join the session early!

This will ensure that you can test your settings and resolve technical issues prior to the beginning of the session.



Log in Using Your Full Name

Logging in using your full name helps to ensure that we know who is participating in the session.

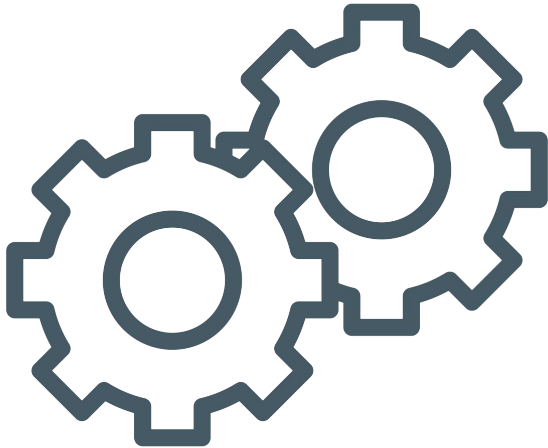
In some instances, participation is monitored or you may be called on by the name you logged in with during the class session.



Test Settings

Test your microphone and video camera as soon as you get into the video conference. You can do this by using the Zoom Test Meeting.

Chat with someone if you cannot resolve your issues!



Headset with Microphone

A USB headset with a microphone will give you the best hearing and speaking experience!

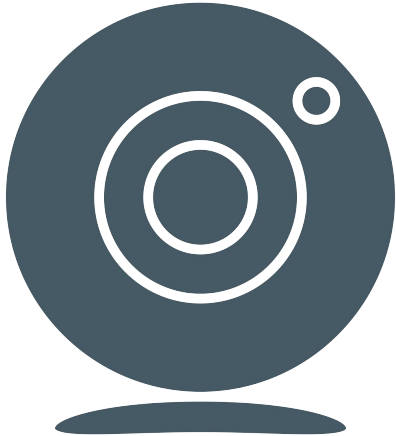
You may already have earphones that come with your phone; these are typically not the best for video conferencing but will do in a pinch!



Position Your Webcam

Position your webcam so that we can see you clearly.

If you are using a separate USB webcam, make sure you select the correct webcam through the settings.



Mute Mic when others Speak

Muting your mic when you're not speaking reduces background noise that gets carried through the mic.

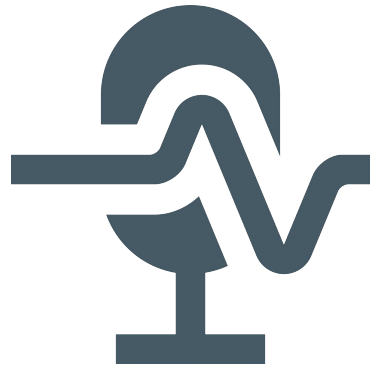
This will create a better listening experience for both you and your peers.



Recorded

This *may* be recorded!

- Recordings are done so that you can ***refer back to the materials presented*** during the session
- Please ***present yourself*** in an appropriate and collegial manner
- Recordings will be made available to you at a later time.
- Review the privacy statement



Need Help?

If you are having issues logging into the zoom session, contact support as soon as possible!

Contact Zoom Technical Support at **+1.888.799.9666 ext 2**



Privacy Statement

Students who receive or are provided access to a recording of a class may not download the recording to a computer or other electronic device on which it would be accessible to others and may not distribute the recording or any portion or transcript of it to anyone else. We are part of a learning community and students must respect each other's privacy. Students may talk about personal or sensitive topics and it is important to the course that we have a safe space to share openly.

If a student is found to have shared a recording in violation of this rule, the student will be subject to sanctions for academic and general misconduct, including a failing grade for this course. The instructor has the option of sharing the class session recordings with other members of your class. Any other use of the recording will require your expressed written permission.



Sharing this Presentation

<http://bit.ly/SynchSessionTips>

