

# Course Continuity in Inclement Weather

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# Always Be Prepared

- ▶ Clear communication regarding expectations of students, faculty, TA(s)
  - ▶ Syllabus
  - ▶ Announcements
- ▶ Familiarity with options *at each stage/topic in your course sequence*
  - ▶ Existing materials
  - ▶ New materials
    - Synchronous (streaming)
    - Asynchronous (recording)
  - ▶ Alternate strategies

# Today's Objectives

- ▶ Review several “self-serve” delivery and dissemination options
- ▶ Discuss using web conferencing, such as Zoom, in your course
- ▶ Recognize benefits and shortcomings of synchronous options
- ▶ Recognize benefits and shortcomings of asynchronous options

# Plethora of Self-serve Options

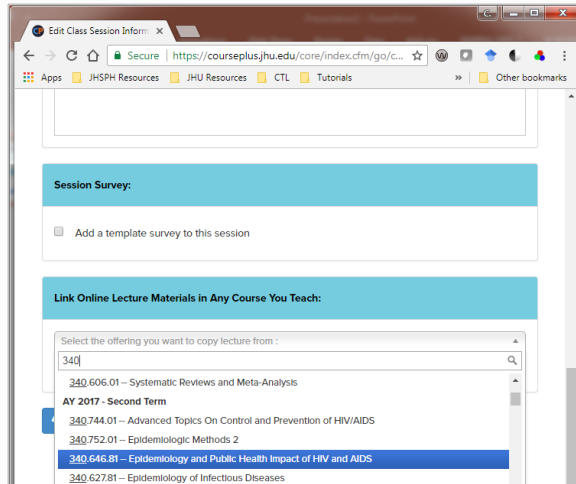


Created by Creative Stall  
from Noun Project

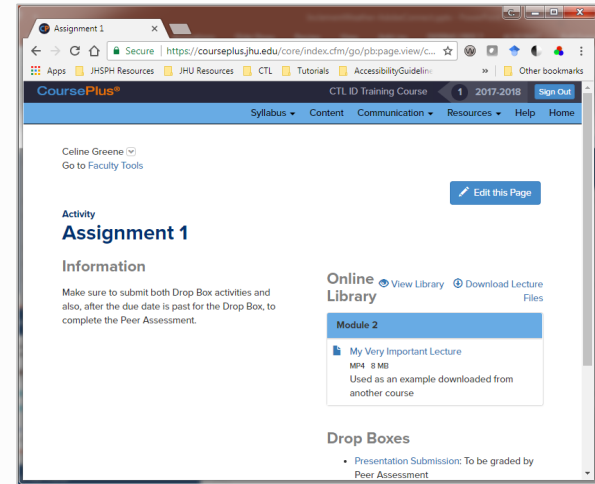
- ▶ Reviewed/expert content for consumption and action
  - ▶ Readings: Online Library, eReserves
  - ▶ Peer learning: Discussion Forum, Wikis, VoiceThreads, ...
  - ▶ Individual demonstration of comprehension
- ▶ Create Activity Page with guided instruction
- ▶ Import existing lectures
  - ▶ On-campus sessions: Lecture Materials section
  - ▶ Schedule Builder: share through Online Library
- ▶ Record new lecture and place in Online Library
- ▶ Schedule live streaming (synchronous) session
  - ▶ Zoom

# Import Existing Lectures


- ▶ On-campus using Sessions
  - ▶ Link Lecture Materials section




- ▶ On-campus or Blended using Schedule Builder
  - ▶ Download then share through Online Library (link to page and/or announce)



# The Online Library Is Your Friend!

Celine Greene   
Go to [Faculty Tools](#)

## Online Library

 [Manage the Online Library](#)

Add File

Add Folder

Add Weblink

Select File(s):

[Choose File\(s\)](#)

[Remove File\(s\)](#)

Link to  
Pages:

☒ Lecture : The Ethical Imperative of Leadership (Vart)

☐ Activity: Assignment 1

☐ Activity 2: Week 2 assignment

☐ Paper: Week 1 short paper 1 - 2 pages

Link to  
Syllabus

☐ Add this file to the syllabus. It will be shown in the section "Files from the Online Library."

[Add Link](#)

Link to Syllabus

☐ Add this file to the syllabus. It will be shown in the section "Files from the Online Library."

Use Open Date:



Use Close Date:



Email Alerts:

☒ Click here to send an email to the class about this upload. [Preview](#)

Restrict Access:

Block the following students from seeing this file in the Online Library:

☐ Cage, Luke

☐ Shrek, Fiona

[Add File](#)

# Self-serve Recording Options

- ▶ Audio only (*MP3 preferred*)

- ▶ Garage Band
- ▶ Google Voice
- ▶ [www.recordmp3online.com](http://www.recordmp3online.com)
- ▶ <https://online-voice-recorder.com/>

- ▶ Screencasting (*MP4 preferred*)

- ▶ Loom  
<https://www.useloom.com/>
- ▶ **Screencast-O-Matic**  
<https://screencast-o-matic.com/>
- ▶ Camtasia
- ▶ Zoom (*yes—Zoom!*)

- ▶ Presentation software

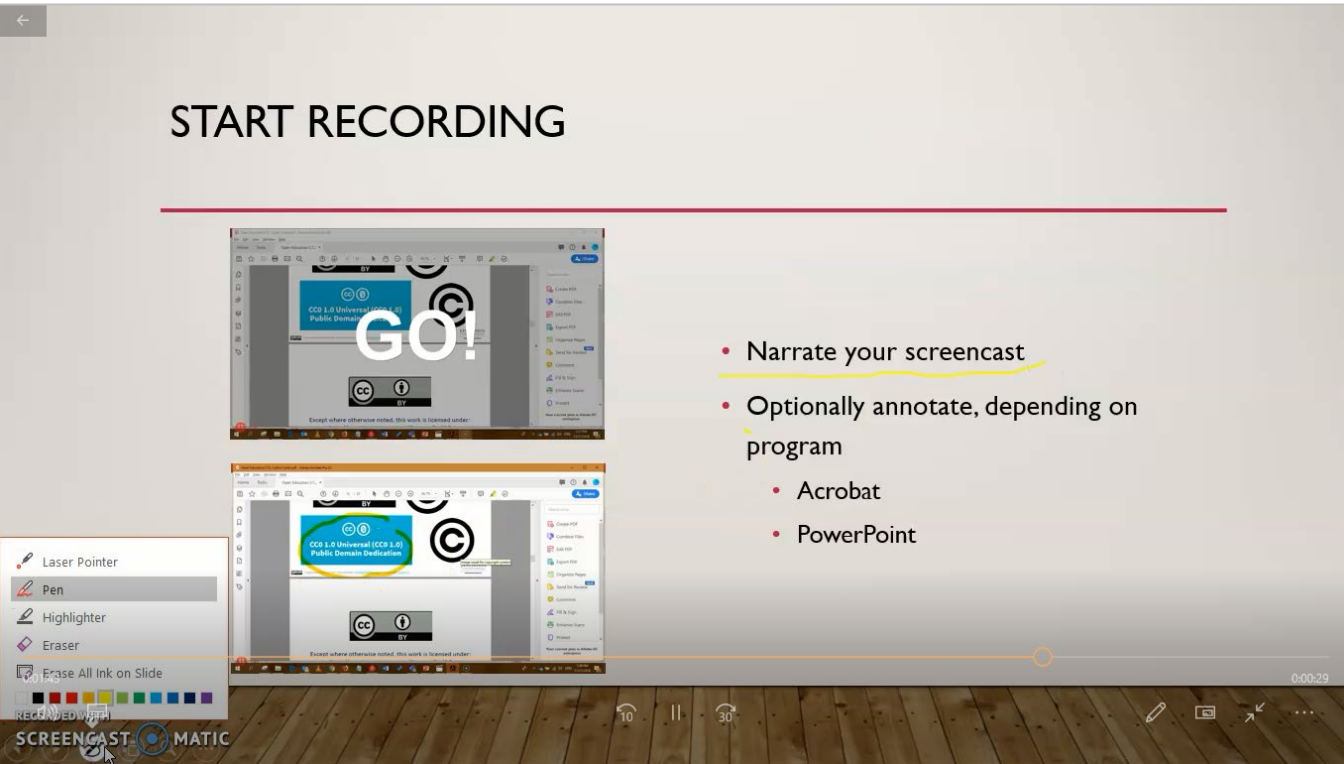
- ▶ **PowerPoint** with narration (to mp4)
- ▶ **VoiceThread**

- ▶ Webcasting

- ▶ **Zoom**

# Screencast-O-Matic Example

## START RECORDING



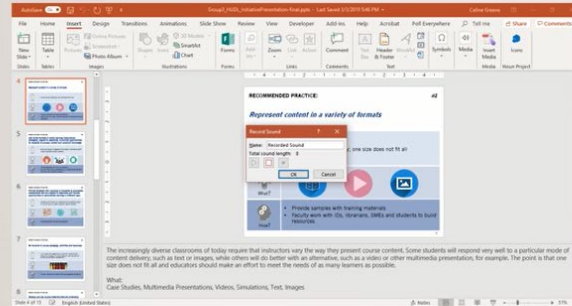
The screenshot displays the Screencast-O-Matic software interface. At the top, a large red button labeled "GO!" is centered over a presentation slide. The slide content includes a Creative Commons license logo and the text "CC-BY 4.0 International (CC-BY 4.0) Public Domain Dedication". Below the slide, a toolbar is visible with various drawing tools: Laser Pointer, Pen, Highlighter, Eraser, and a button to "Erase All Ink on Slide". The bottom of the interface shows a "RECORDING" status bar with the "SCREENCAST-O-MATIC" logo and a timeline with playback controls (10, 30, and a play button) and a timestamp of 0:00:29.

- Narrate your screencast
- Optionally annotate, depending on program
  - Acrobat
  - PowerPoint



# Narrated PowerPoint Example

## NARRATE SLIDES

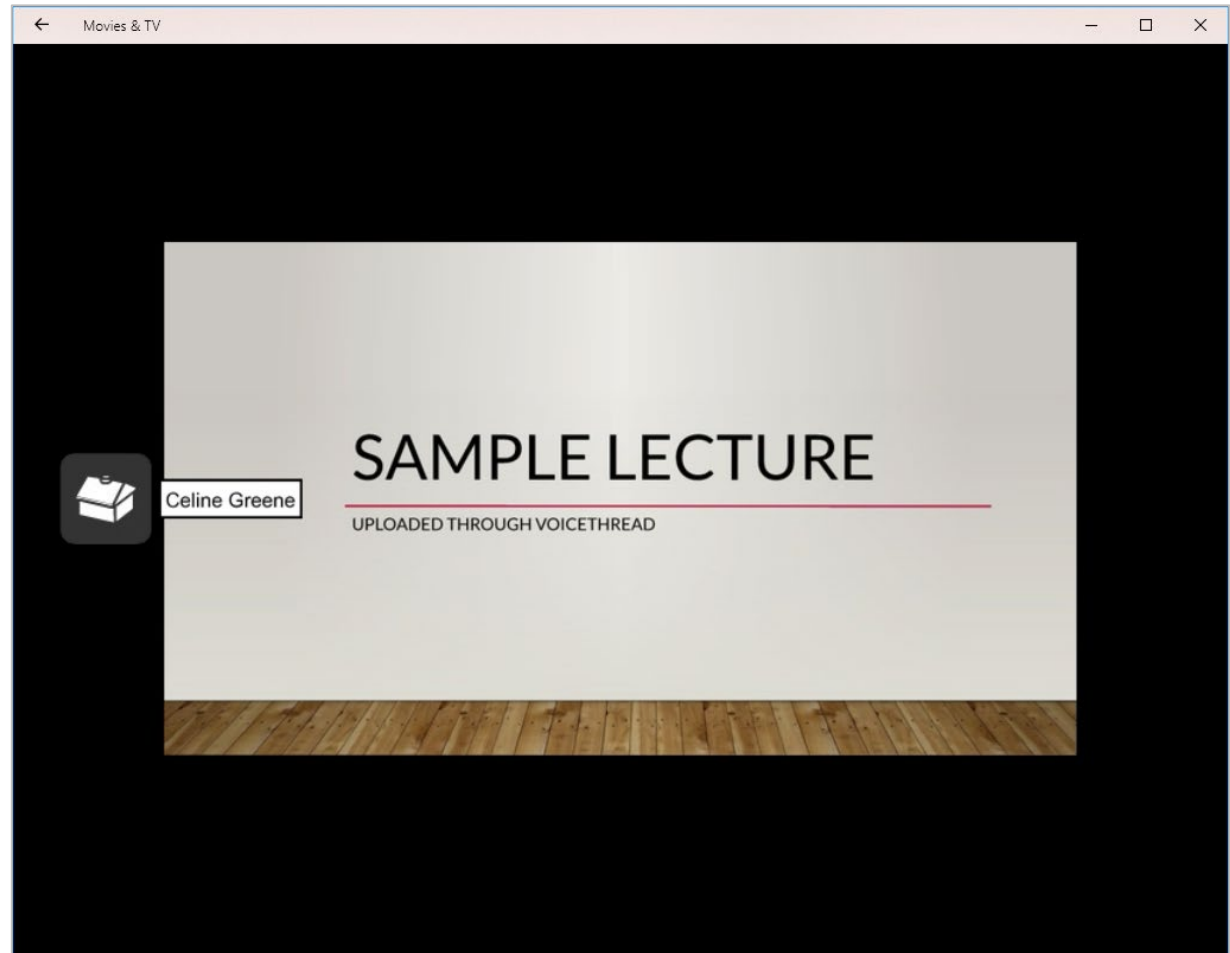


- One slide at a time
- Total presentation < 10 min

0:01:39

0:01:35

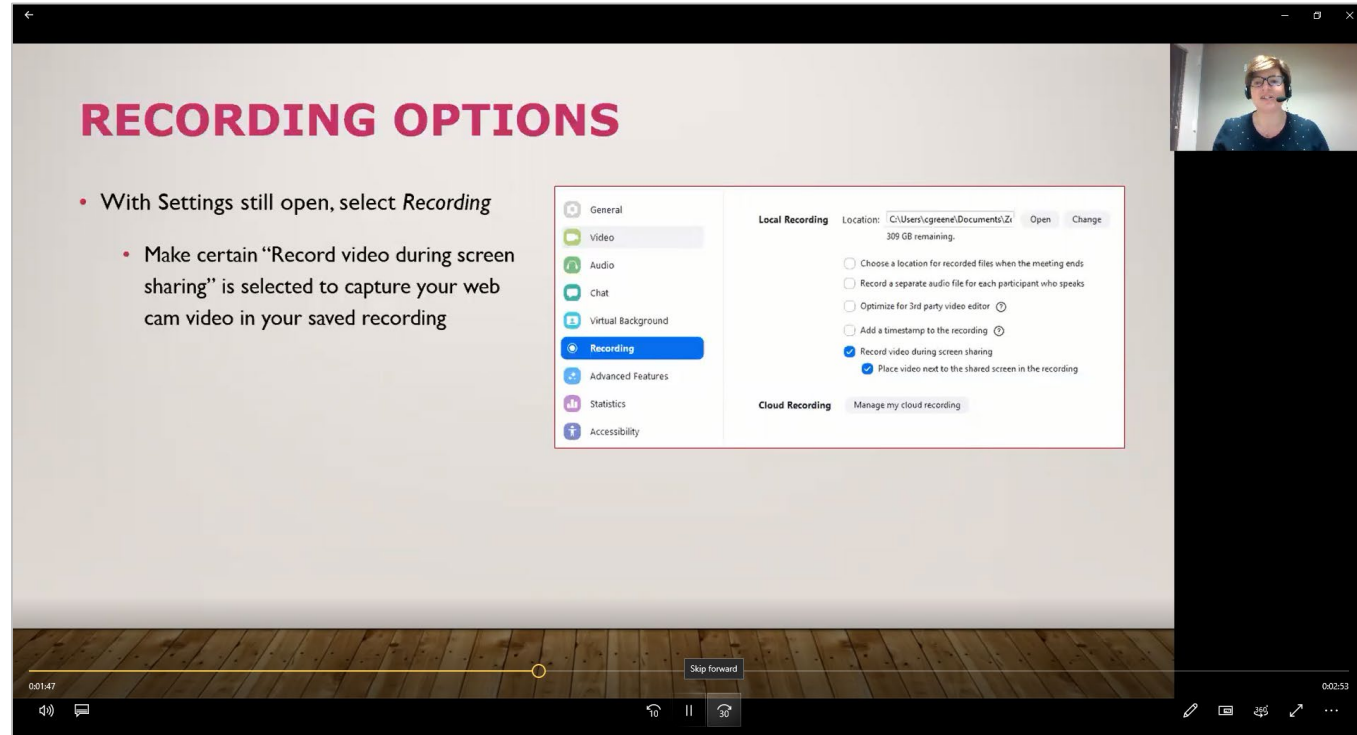
# VoiceThread Example



# Zoom Recording Example

## RECORDING OPTIONS

- With Settings still open, select *Recording*
  - Make certain "Record video during screen sharing" is selected to capture your web cam video in your saved recording



# Self-serve Recordings: A Comparison

Sample comparison

Feature	<i>Screencast-O-Matic (Free)</i>	<i>PowerPoint</i>	<i>VoiceThread</i>	<i>Zoom</i>
Webcam	—	—	✓	✓
Annotation	✓	✓	✓	✓
“Live” screen	✓	—	—	✓
Remote speaker	—	—	✓	✓
Ready-to-share mp4	✓	—	—	✓

- ▶ What it really comes down to is:
  - ▶ *What do you want as a final product?*
    - Audio? Video?
    - Screen capture?
    - Webcam video?
    - Remote speakers?
  - ▶ *What are you comfortable using?*



*“Practice doesn't make perfect.  
Practice reduces the imperfection.”*

*- Toba Beta, Master of Stupidity*

*You Don't Need to Be an Expert: Practice, Practice, Practice*

# Web Conferencing

# Zoom Meetings: The Just-in-Time Solution

## Allows for...

- ▶ Personification
- ▶ Collaboration, interaction
- ▶ Attendance tracking (meeting information)
- ▶ Recording

*It's a primed and ready solution.*

## Warnings!

- ▶ Tech support
  - ▶ For self and users
  - ▶ Faculty must manage:
    - User privileges
    - Sharing
    - Chat
- ▶ Scheduling
  - ▶ Users aren't always available to meet
- ▶ Internet connectivity

# Zoom Basics: The Prep Work

- ▶ Login: <https://zoom.us> or <https://jh.zoom.us>
- ▶ Create meeting
  - ▶ Familiarize yourself with host controls
  - ▶ Polls must be typed up in advance
- ▶ Share meeting invite with class
  - ▶ Reminders to:
    - Update Zoom
    - Test audio, video
  - ▶ Set expectations:
    - Encourage video
    - Chat, raised hands, etc.

Add a Poll

Favorite Season

☐ Anonymous? ⓘ

1. Which season is your favorite?

☒ Single Choice ☐ Multiple Choice

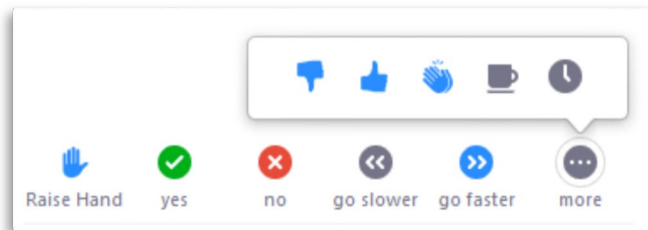
Winter

Spring

Summer

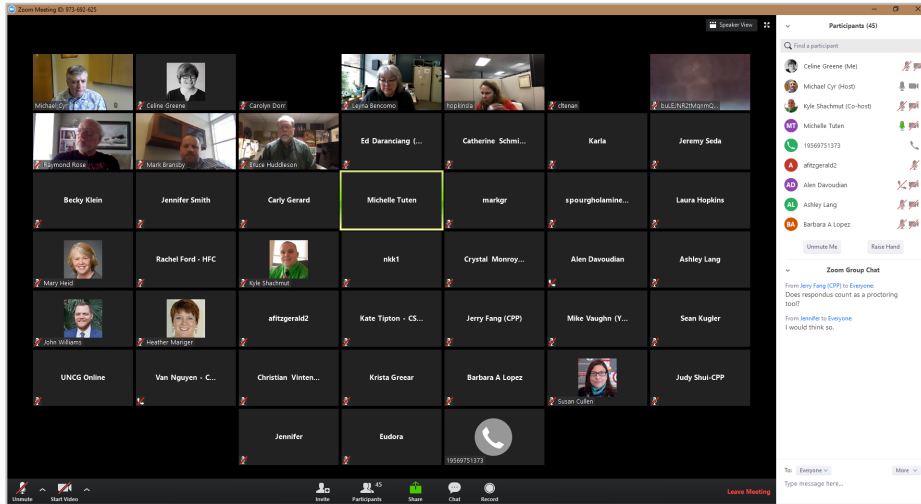
Fall

251





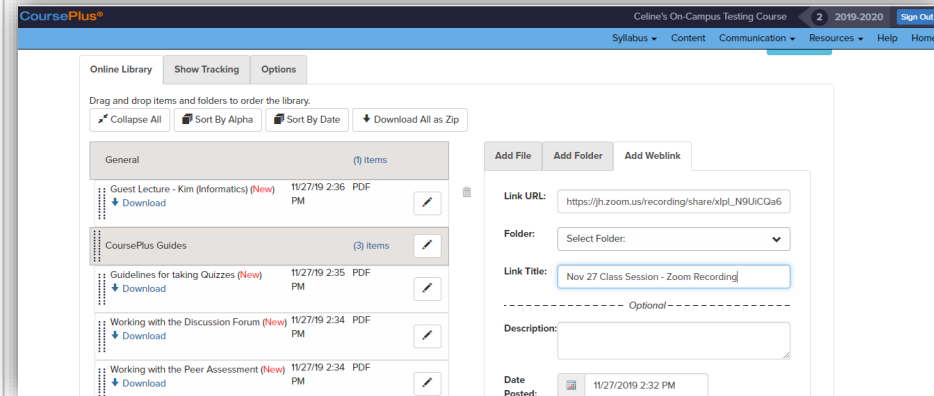
# Zoom Meeting: Now We're Live



- ▶ Open presentation, websites, etc.
- ▶ Start recording
- ▶ Optional: share screen
  - ▶ Don't forget computer sound!
- ▶ Interact with students
  - ▶ Switch between gallery and speaker view
  - ▶ Allow remote control, sharing, annotation
  - ▶ Consider breakout rooms, whiteboard

# Sharing the Zoom Recording

- ▶ Local or cloud recording?
  - ▶ Local—upload mp4 to cloud storage and obtain public link
  - ▶ Cloud—copy Zoom recording's "share" link
- ▶ Share through CoursePlus
  - ▶ Online Library
  - ▶ Email, announcement
- ▶ Consider follow-up activity



# Checks and Balances

# Synchronous Options

## Benefits

- ▶ “Just-in-Time”
- ▶ Schedule during regular class meeting time
- ▶ Carry out original planned lecture/learning activity
- ▶ Active participation
- ▶ Recordings as backup

## Drawbacks

- ▶ Communicate in advance to students
- ▶ Forgotten passwords!
- ▶ Technology comfort
- ▶ Technology reliability
  - ▶ Internet connectivity
  - ▶ Electricity

# Asynchronous Options

## Benefits

- ▶ Reviewed content: ready, planned, and executed
- ▶ Available anytime, anywhere
- ▶ New opportunities for student engagement and activity/expression

## Drawbacks

- ▶ Activity must be chosen and made ready in advance of delivering to students
- ▶ Campus closure = CTL Help closure
- ▶ Accessibility compliance (e.g., recorded lecture transcripts)

Again, Always Be Prepared

For More Info

<http://ctl.jhsph.edu/toolkit>

<http://ctl.jhsph.edu/events>

