

# Online Teaching - Engagement Tips - Swansea Academy of Learning and Teaching

A collection of tips & techniques that could be useful for synchronous online teaching in Zoom (many also applicable to alternative platforms). Suggestions are drawn from an online survey of HE professionals in February 2021 and SALT training sessions. 'Pick and Mix' ideas that suit your different teaching contexts, to help make online learning more engaging, enjoyable and effective. Please scroll up and down the columns and click links within posts for more detail. Feel free to comment underneath posts and submit your own suggestions by clicking + underneath the appropriate column. Please contact [salt@swansea.ac.uk](mailto:salt@swansea.ac.uk) with queries, or see [www.salt.swan.ac.uk](http://www.salt.swan.ac.uk) for more about SALT. Certain features may be licence or version dependent. Padlet first created in March 2021. ALT Text for Images: Decorative use only.

RHIAN ELLIS DEC 13, 2019 11:21AM

## Before you start

RHIAN ELLIS FEB 22, 2021 05:10PM

### Make sure your sessions are inclusive and accessible

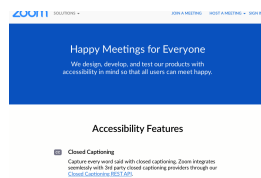
How could I do this?

Zoom Accessibility Guide - click on picture link below

#### Accessibility - Zoom

Capture every word said with closed captioning. Zoom integrates seamlessly with 3rd party closed captioning providers through our Closed Captioning REST API. Facilitate your understanding with automatic transcripts. Transcripts are automatically generated and synchronized to make it easy to search and review meetings recordings. Accomplish all major workflows with ease using a keyboard.

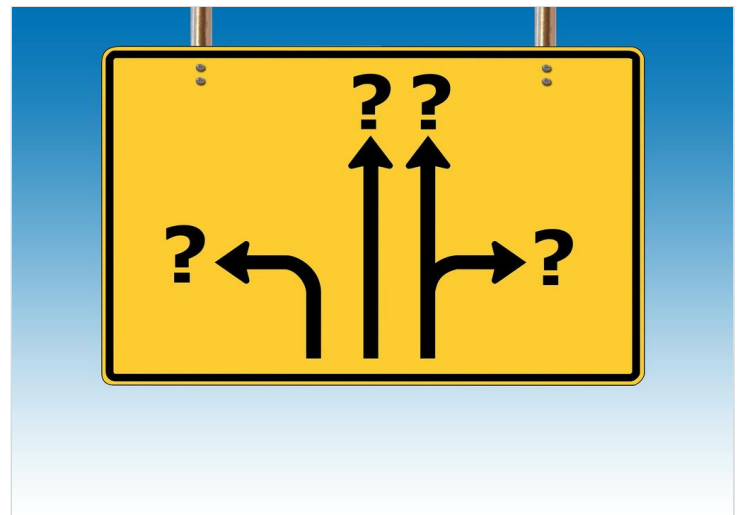
ZOOM



RHIAN ELLIS FEB 15, 2021 05:09PM

### Be clear about your expectations

How could I do this?



RHIAN ELLIS FEB 15, 2021 04:49PM

### Add value to live sessions

How could I do this?



RHIAN ELLIS FEB 16, 2021 03:09PM

## Use a variety of techniques

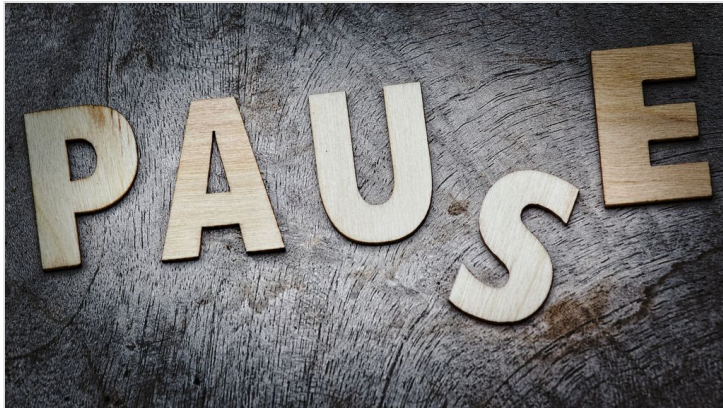
How could I do this?



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## Plan comfort breaks

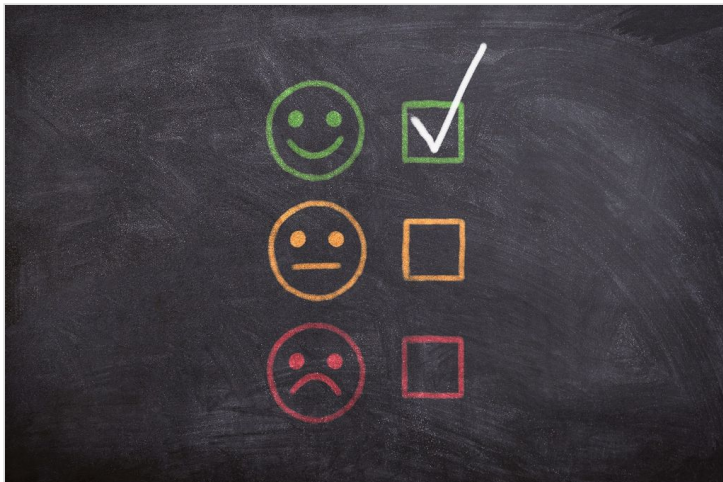
How could I do this?



RHIAN ELLIS FEB 22, 2021 05:44PM

## Involve your students in your planning and delivery

How could I do this?



## Building connections

RHIAN ELLIS FEB 15, 2021 04:51PM

## Break the ice and build a sense of community

How could I do this?

### Building Community - Resources for Teaching - Swansea Academy of Learning and Teaching

This resource provides a Basic introduction to Canvas Conferences (AKA Big Blue Button) with step-by-step guidance on setting up a Conference meeting and signposting to further support material on the use of Big Blue Button itself. This is a self-paced course containing several modules that are designed to introduce and then build on the basics of Studio use.

SWAN



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## Be yourself

How could I do this?

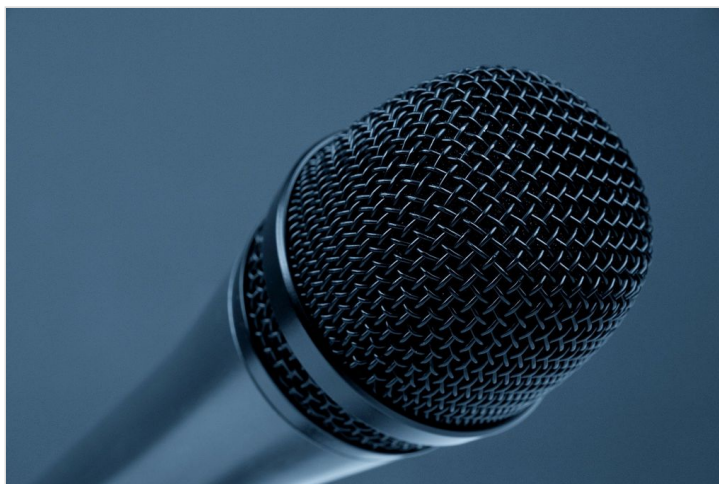


RHIAN ELLIS FEB 15, 2021 04:52PM

## Use your students' names

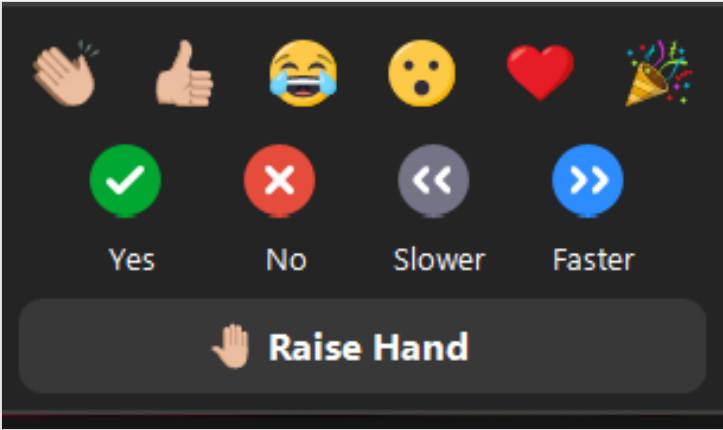
How could I do this?





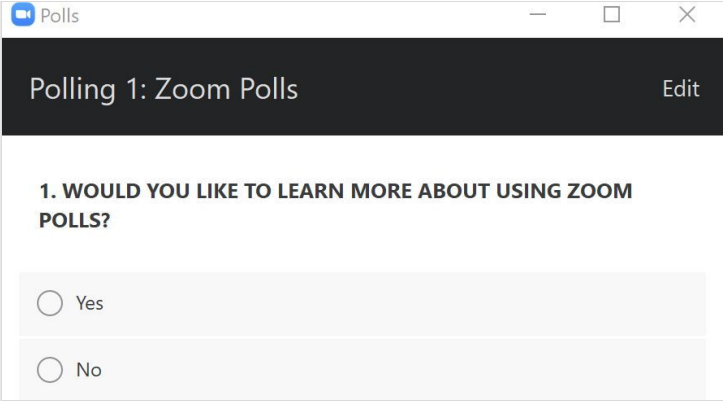
Prompt the use of 'Reactions' regularly

How could I do this?



Include polls & use poll reports

How could I do this?



Use audience response systems

How could I do this?

Audience Response Systems: Freeware Comparison Table

Feature	Mentimeter	Poll Everywhere	Socrative	Kahoot	Meeloo/Veeva	Slido	Polls For Canvas App
More information	www.mentimeter.com	www.poll-everywhere.com	www.socrative.com	www.kahoot.com	www.veeva.com	www.slido.com	community.canvaslms.com
Free for students	✓	✓	✓	✓	✓	✓	✓
License options	Free & Paid versions	Free & Paid versions	Free & Paid versions	Free & Paid versions	Free and Paid Versions	Free & Paid versions	Free with Canvas LMS
Unlimited student numbers	✓	X 25	50 in free licence	X Up to 10	Up to 500	X 100	✓
Unlimited question numbers per poll	X 2 question slides 5 quiz slides/presentation Unlimited presentations though	✓ All question types	✓	but limited to 2 question types	✓	X 3 polls/event 1 quiz per event - (Multiple choice quiz 1 brainstorm Per event)	Each question is noted as a separate poll
Embed quiz/poll into PowerPoint	Yes if office 365 or 2016 installed	✓	X	Needs presentation that can embed webpages into slides	✓	✓ +teams +google slides	X
Real-time visualisation of responses	✓	✓	✓	✓	✓	✓	If selected
Ability to store question sets	✓	✓	✓	✓	✓	✓	Only as single quiz's
Ability to share question sets with teaching team	X	✓	✓	X Yes in paid	✓	✓	X
Ability to export results/analytics	Free version as image Paid version as CSV	✓	✓	✓	✓	X Only in paid	✓
Student access to the interface	Mobile App or Web link	Mobile App/SMS or Web link	Mobile App or Web link	Mobile App or Web link	Mobile App or Web link	Web link	Mobile App
Use on mobile device by students?	✓	✓	✓	✓	✓	✓	✓
Do students need to login?	No	No	No	No	No	No	No

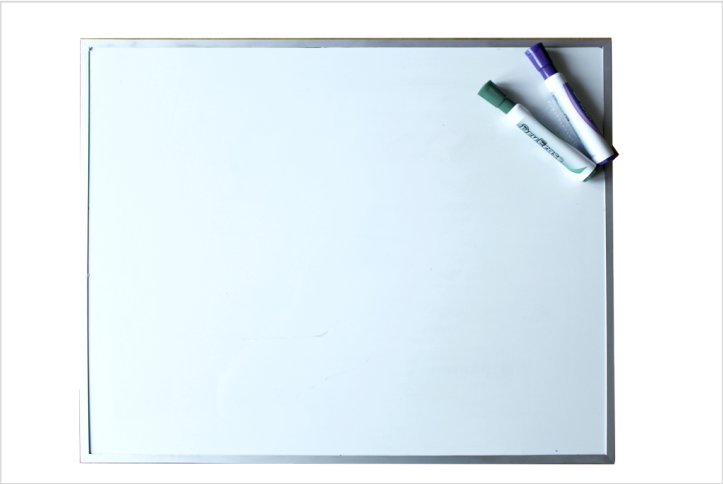
AudResTabV3-11.20 (1)

Word document

PADLET DRIVE

Ask students to present

How could I do this?



Groupwork

Plan and set up breakout rooms well

How could I do this?



Facilitate breakout rooms well

How could I do this?



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## Set scenario-based learning tasks in breakout rooms

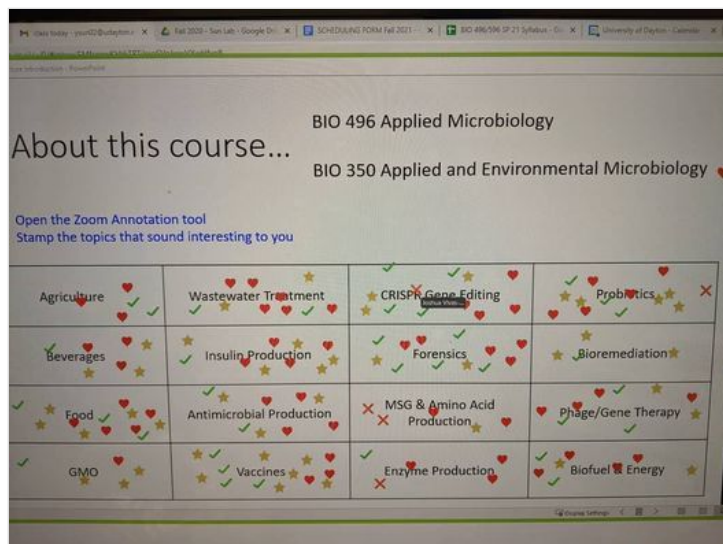
How could I do this?



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## Annotate on Whiteboards, Slides or Documents

How could I do this?

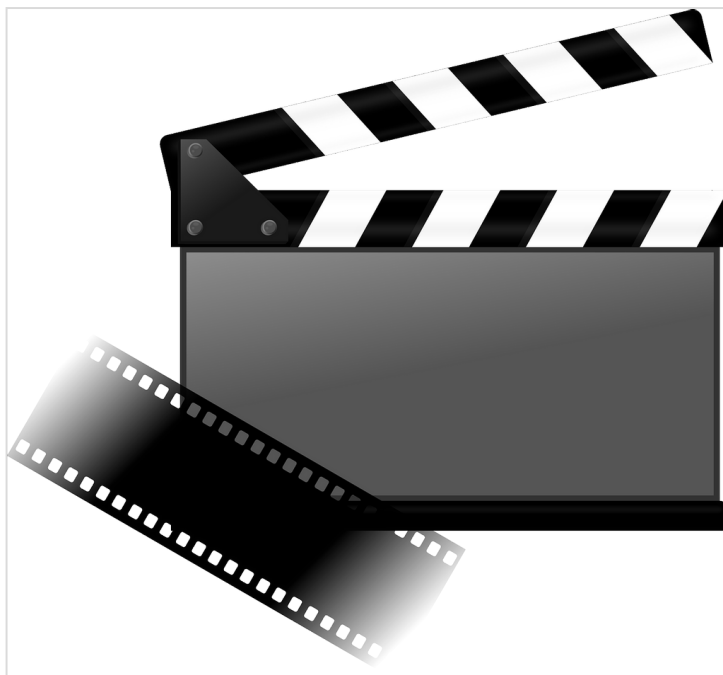


## Individual Work

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## Set tasks based on watching a video clip together

How could I do this?



RHIAN ELLIS FEB 24, 2021 09:39PM

## Set time off mic and camera for individual tasks

How could I do this?





## More ...

RHIAN ELLIS FEB 24, 2021 09:40PM

### Invite Guest Speakers

How could I do this?



RHIAN ELLIS MAR 10, 2021 01:10PM

### Improve your online presentation skills

Delivered presentations are best pre-recorded. Live online teaching should be more interactive. However, the 10 tips in this infographic could help the more presentational parts of your live teaching be more engaging, when combined with activities.

**4**

The number one way to present at a virtual meeting or conference and nail it is to be engaging. Begin your session using an upbeat tone that captures the audience's attention immediately. Pace yourself so that you can maintain your energy throughout your presentation.

**5**

#### Use a digital background

Ensure your background is visually appealing and not too distracting. Do add a nice picture or a plant and remove any clutter.

Zoom and Teams have virtual backgrounds, so you don't have to worry about making...

**6**

#### Invest in Lighting

In order to really shine, you need the right lighting. Natural window light is great, but as the sun goes down, the setting may be too dark. Even on a bright day, a cloud might cover the sun, and your face will suddenly be in shadow.

**7**

#### Dress Professionally

Even though you may be presenting from the comfort of your own home, that doesn't mean you can dress as such. Choose attire that you would wear if you were attending face to face. Plain colours are better as

top-tips-for-pr\_52723594

PDF document

PADLET DRIVE

RHIAN ELLIS FEB 24, 2021 06:39PM

## Screen share from iPhone or iPad

How could I do this? Add android link

### Sharing your screen (iOS) with the Zoom desktop client



Zoom allows for iOS screen sharing from iPhone and iPad, using the Zoom desktop client. You can share wirelessly for both Mac and PC, utilizing iOS Screen Mirroring, or you can connect your iOS device to your Mac computer with a cable to share.

ZOOM HELP CENTER

RHIAN ELLIS MAR 10, 2021 01:30PM

### Use virtual laboratory technology, or broadcast from a physical laboratory

How could I do this?

n.b. Information in the image link below is provided by Chicago University - please not not use contact details unless you are employed there



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### Have fun!

Inject a bit of fun by using a name generator such as Flippity (click image below) or

Wheel of Names.

### Flippity.net: Easily Turn Google Spreadsheets into Flashcards and Other Cool Stuff

Easily turn a Google spreadsheet into a set of online flashcards.



FLIPPITY

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### Use SALT Curated Resources for Teaching

Another helpful self-directed CPD resource from SALT, with categories on 'Online Distance Teaching' and 'Online Classrooms'.

**Resources for Teaching**  
Building Community  
[ELINK](#)



Use the search bar to locate step by step guidance if you need help with the tech

**Frequently asked questions**



The following are answers to some of the most common questions or problems users come across. Read common questions about: You can download the latest version of Zoom from our Download Center. Learn more about downloading Zoom. After downloading Zoom, learn how to use the Zoom Desktop Client.

[ZOOM HELP CENTER](#)

# Online Help Centres

**RHIAN ELLIS** MAR 10, 2021 01:31PM

## Use 'Zoom Help Centre'

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