Ideas for Teaching Online or via Video Conferencing

Identify the type of teaching that best align with your situation. Select the questions you wish to explore and follow the Idea # to the descriptions presented on the following pages. If you wish to hold a meeting, see “Hosting a Meeting” section. VIUOnline Rooms is a web conferencing platform (powered by Zoom) available for VIU employees to host online classes, connect students through video-conferencing and moderate meetings.

Teach a Fully Online Course

*If you are teaching a fully online course or anticipate teaching a fully online course, check out the possibilities for student learning!*

If you want to do any of the following ideas, VIUOnline Rooms can assist you! Do you want to:

- ☐ enhance communication between students? *See Ideas #: 4, 5, 6, 9, 12, 13*
- ☐ extend communication between instructor and students? *See Ideas #: 2, 3, 5*
- ☐ have a virtual class where all students are online at the same time with instructor? *See Idea #: 5*
- ☐ show students a slide deck presentation and narrate the slides, answer questions etc.? *See Idea #: 7*
- ☐ have students discuss a topic in small groups and report back to class? *See Idea #: 4*
- ☐ record a virtual class for students to review later? *See Ideas #: 1, 3, 5*
- ☐ invite a guest speaker into your online class? *See Idea #: 1*
- ☐ have students present an assignment and lead the virtual class? *See Ideas #: 10, 11*

Teach a Blended Course

*If you are teaching a blended course or anticipate teaching one (some of course is online and some of course is face-to-face), check out the possibilities for student learning.*

If you want to do any of the following ideas, VIUOnline Rooms can assist you! Do you want to:

- ☐ enhance communication between students? *See Ideas #: 4, 5, 6, 9, 12, 13*
- ☐ extend communication between instructor and students? *See Ideas #: 2, 3, 5*
- ☐ have a virtual class where all students are online at the same time with instructor? *See Idea #: 5*
- ☐ show students a slide deck presentation and narrate the slides, answer questions etc.? *See Idea #: 7*
- ☐ have students discuss a topic in small groups and report back to class? *See Idea #: 4*
- ☐ record a virtual class for students to review later? *See Ideas #: 1, 3, 5*
- ☐ invite a guest speaker into one of your fully online classes? *See Idea #: 1*
- ☐ have students present an assignment and lead one of your fully online classes? *See Ideas #: 10, 11*
Teach a Video-Conferencing Course

If you are teaching a video conferencing course or anticipate teaching one, check out the possibilities for student learning.

If you want to do any of the following ideas, video-conferencing and VIUOnline Rooms can both assist you! Do you want to:

- invite a guest speaker into your online class? See Ideas #: 1
- have students discuss a topic in small groups and report back to class? See Ideas #: 4
- connect two campus classrooms with the instructor in one classroom? See Ideas #: 8
- have students present an assignment and lead the virtual class? See Ideas #: 10, 11
- have students to be able to attend a video-conferencing class remotely if they can’t make it to one of the campuses? See Ideas #: 8

Teach a Face-to-Face Course

If you are teaching a face-to-face course or anticipate teaching one, check out the possibilities for student learning.

If you want to do any of the following ideas, VIUOnline Rooms can assist you! Do you want to:

- enhance communication between students? See Ideas #: 4, 5, 6, 9
- enhance communication between instructor and students? See Ideas #: 2, 3, 5
- invite a guest speaker into your online class? See Idea #: 1
- have students discuss a topic in small groups and report back to class? See Idea #: 4

Host a Meeting

If you are hosting a meeting (not related to a course/class/academic learning purpose), check out the possibilities for meeting participant engagement.

If you want to do any of the following ideas, VIUOnline Rooms can assist you! Do you want to:

- enhance communication between participants in your meeting? See Ideas #: 4, 6, 7
- enhance communication between the meeting host and participants? See Ideas #: 5
- show participants a slide deck presentation, narrate the slides, answer questions etc.? See Idea #: 7
- have participants discuss a topic in a small group and report back to the larger group with responses? See Idea #: 4
- record your meeting for participants to review later? See Ideas #: 1, 3, 5
- invite a guest speaker into your meeting? See Idea #: 1
- have meeting participants present a slide deck, share their screen, walk through a website during the meeting? See Ideas #: 10, 11
Ideas

1. **Guest Speaker**
   VIUOnline rooms allows you to bring in a guest speaker for your course without incurring any travel costs. Your students can hear a guest speaker talk, interact by asking and answering questions along with being able to observe a speaker’s digital presentation materials. You can also record the session to make it available to students.

2. **Virtual Office Hours**
   VIUOnline rooms allows you to have one-on-one or small group office hour meetings with your students. You can share files on the screen to explain and discuss course materials, projects, research, assignments and grades. You can give students the ability to also share any digital document or website to ask questions and obtain clarification. By using VIUOnline rooms to have virtual office hours, you may be able to cut down your emailing time by using your voice and video to address students’ questions.

3. **Virtual Review Sessions**
   VIUOnline Rooms allows you to hold virtual review sessions with students and record it for others to access who can’t attend. You can address student questions in preparation for an assignment, exam or test without having to take class time. You can record the review session for students to access anytime.

4. **Group Collaboration Spaces**
   VIUOnline Rooms has a feature called ‘breakout rooms’. This allows you to assign students to various virtual rooms for private group conversations about a topic or question you give them. Then you can bring the students back into the main room for a large group virtual discussion. The breakout rooms also allow students to work on projects, assignments or study together. Before breaking into groups be sure that all students know the specific topic, the goal of the breakout activity, and the time limit. In both video conferenced and web conferenced class, groups break off to discuss the topic and possibly return with a task completed.

5. **Virtual Class/Meeting**
   VIUOnline Rooms allows you to host all your students in a virtual class environment. Students can be from near or far, as long as they have the ability to connect to the Internet and access VIUOnline Rooms. You can engage students in listening/watching you present slides, allowing students to have a text chat as a ‘backchannel’ communication tool or engage your class with questions. Students will be able to raise their hand to ask a question or contribute to a discussion and taking the lead and sharing their screen for the class to see. If you feel there is value in recording your class, consider saving it to your desktop (local recording) and uploading to VIUTube.

6. **In-Meeting Text Chat**
   VIUOnline Rooms has an in-meeting text chat feature that allows for ongoing /backchannel conversations during classes and meetings. It is also a great spot to share web links with students. You can use the online chat to ask questions and allow quieter students to share their thoughts. You can save the chat manually to your computer.
7. **Screen Sharing**

VIUOnline Rooms allows anyone to share their screen with the group. You can share a slideshow, website, document or almost anything you have on your screen. Although it is not ideal to show video, you can screen share a video if it is short and your attendees have good bandwidth connectivity.

8. **Video Conferencing**

VIUOnline Rooms is the best way to connect VIU’s video conferencing units (Lifesize and StarLeaf) found on all campuses. Using the Zoom App, the video is connected via Zoom’s cloud connector feature.

9. **Community Building**

Online discussions can be a great way to help build a learning community amongst students. Instructors can encourage social learning and build learning communities by giving students a space to interact, even if it is not directly related to the course. As with all online discussions, students need clear guidelines and expectations.

10. **Presentations – web conferencing**

If using VIUOnline Rooms (Zoom) students can take over the screen and display their own presentation materials. However, if you (the instructor) are going to present them on their behalf, students need to send them to you well ahead of time. Be careful how much time you spend with students presenting in terms of overall percentage of a virtual class. You might want students presenting in breakout rooms to smaller groups and then task the group with a summary and/or feedback on the presentation.

11. **Presentations – video conferencing**

If are using a video conferencing set up, students need to present in a room that allows the camera to focus on their presentation (e.g., the camera can move to see a screen or a whiteboard). If the students have a digital presentation, ensure they send it ahead of time to pre-load on the computer/laptop to project on the screen.

12. **Questioning**

Questions are a vital part of good instruction but are generally not used as often or effectively as they could be. Good questions invite the learner to engage in the material through critical and creative thinking abilities. Consider pre-writing a few rich questions (along with anticipated answers) before your class.

13. **Debates**

Debates can be designed for the videoconference environment. A debate consists of two opposing teams from different locations. Give student groups/individuals 2-3 minutes to defend their position. Rotate back and forth between sites allowing for various viewpoints and rebuttal statements to be made. After the videoconference, have students prepare a summary of the event and their impressions of the session. Tip: Post topics for your debate online before the scheduled session and create two discussion areas where students can go to ask questions, discuss issues and post material.