



Zoom Online Teaching-
Learning App

FEATURES AND WORKING OF ZOOM

❖ Screen-Share Video Files to Create an Interactive Online Classroom

Zoom has some interactive features that allows users to screen-share a video clip with native audio. This can be a fun way to engage college students who love to communicate through memes and GIFs on social media.

To enable this feature:

- Click screen-share
- Select desktop
- Select optimize for full-screen video clip
- Show users a full screen of the video file

❖ Get Higher Quality Audio by Enabling Original Sound

Zoom offers an “original sound” option, which disables various audio-enhancing features to preserve a microphone’s original sound.

This feature is beneficial for courses, such as music seminars, in which instructors and students are already using quality sound equipment. In this case, connecting through original sound results in a higher resolution audio stream.

- High fidelity music mode to optimize Zoom audio for the highest quality.
- Zoom's echo cancellation algorithms. This feature is enabled by default.
- Stereo audio for a better listening experience; this feature is enabled by default

❖ Save Time by Automatically Scheduling Meetings

To better manage remote workloads, you can schedule meetings automatically. One way to do this is to create recurring meetings. You can set meetings to recur daily, weekly or monthly. Keep in mind that recurring meetings expire 356 days after the first meeting.

Alternatively, you can designate a teaching assistant to schedule meetings for you

1. Follow the steps to schedule a meeting.
2. Make sure the Recurring meeting option is selected.
3. In the Calendar, choose which calendar you want to save the meeting to.
4. Click Save to open the calendar you have selected and set up your recurring meeting

❖ Use the Co-Annotation Feature to Engage with Students

One of the best ways to engage with students is to call on people to annotate the content shared on your screen. Students can use digital arrows, lines, highlighters, pens and erasers to engage with your lesson.

1. How to annotate if you are screen sharing.
 - After Sharing Your Screen or Whiteboard, annotation control will display. If you don't see the annotation tools, click Annotate
2. How to annotate if you are viewing shared content
 - While viewing a shared screen or shared whiteboard, click View Options then Annotate at the top.

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