



**TSINGHUA UNIVERSITY
ENGLISH ONLINE TEACHING & STUDY
GUIDANCE**

Edited By
Academic Affairs Office
School of Public Policy and Management
Tsinghua University

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Notice

To ensure the quality of online teaching, teachers and students are reminded to download the installation package from official website.

Download address:

Tencent Meeting: <https://meeting.qq.com/download-center.html>

ZOOM: <https://zoom.com.cn> ; <https://zoom.edu.cn>

BizCond: <https://tsinghua.bizvideo.cn/support/download>

Notice of Tsinghua's Rain Classroom Independent Server

To ensure that the university teaching schedule is not further disrupted by the novel coronavirus epidemic, and to maintain a quality online learning platform, the Tsinghua University online learning 'RainClassroom' platform will now be run on an independent server.

The relevant instructions of "Rain Classroom" are as follows:

- 1 Please download the plug-in "Hetang Rain Classroom" from <https://pro.yuketang.cn> (highly recommend to download online installer package).
- 2 The Tsinghua's server of "Rain Classroom" contains all the data on the "rain classroom" public server uploaded before 12:00 noon, February 14, 2020. Since then, the Tsinghua server will be completely separated from the public server, without any data interchange.
- 3 Teachers are required to update and download "Rain Classroom" software specifically for Tsinghua. It is essential to switch back to the public server when needed (giving open courses or reports).
- 4 The additional functions of "Rain Classroom" include:
 - a) Desktop sharing. The signal source can be camera or desktop sharing (can be switched during the live stream), with the same usage as livestream. Also, multiple cameras or extended desktop are available.
 - b) Volume adjustment. The software mute function will no longer adjust system microphone volume.
- 5 Only those teachers and students who have verified the identity of Tsinghua university can use this software. If not, please access to the user identity authentication system of Tsinghua University following the text tip.
- 6 The URL for "Hetang Rain Classroom" is <https://pro.yuketang.cn>, with the same operation as the public server.
- 7 Within the Tsinghua's server, teachers and students at Tsinghua can still set up classes to organize some activities relating to the first and second classroom. Outsiders are also allowed to participate, using the public server.

To get the latest information, please scan the QR code below or search WeChat official account "荷塘雨课堂" to follow.



How to Teach with Rain Classroom

How to Teach with Rain Classroom



FOR TEACHERS

- Computer: WindowsXP SP3、Windows7 or more advanced versions
- PowerPoint: Office2010 or more advanced versions
- Smart phone: networking and WeChat
- Download and install Rain Classroom
- [How to install Rain Classroom in Mac?](#)



Use WeChat to scan
the QR code

Follow Rain Classroom
Official Accounts

FOR STUDENTS

- Smart phone only: networking and WeChat

What is WeChat?

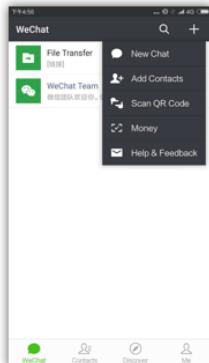


- It is a free app.
- It is a quite popular free communicate tool in China.
- No matter the Chinese or foreigners, could use your phone number to register.
- Download WeChat from any app store

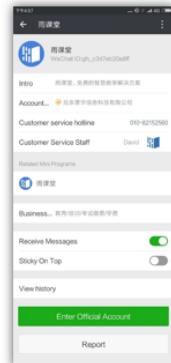
Follow Rain Classroom Official Account



Use WeChat to scan
the QR code



- (1) Click [+] in the top right corner
- (2) Click 'Scan QR Code'



- (3) Click the green icon to follow
RC Official Accounts



- (4) Enter RC Homepage
RC , is short for Rain Classroom

Tips:

If you use WeChat for the first time, the operating language is English, then the rain classroom defaults to the English interface.
If not, you can manually switch languages as follows:



- (1) Click 'Me' on the bottom of the page.
- (2) Click 'Courses'



- (3) Click '我' in the top right corner
- (4) Click '我的主页'



- (5) Click '设置' on the bottom of the page.
- (6) Click 'English' and save your setting.

Get to know Rain Classroom



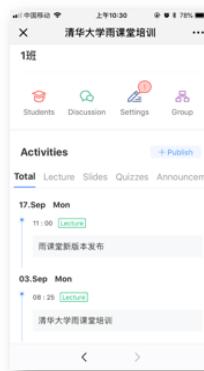
Homepage

Receive all kinds of notices and messages from RC.



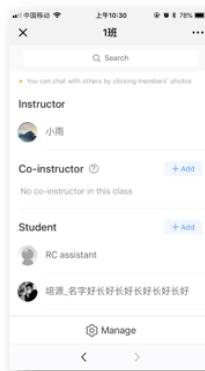
Course Catalogue

Teachers click 'Create Courses' to create a new courses.



Activities Catalogue

All teaching activities in this class accumulate in this page.



Student List

In this page, teachers could invite students, set co-instructors or manage students.

How to Download Rain Classroom?

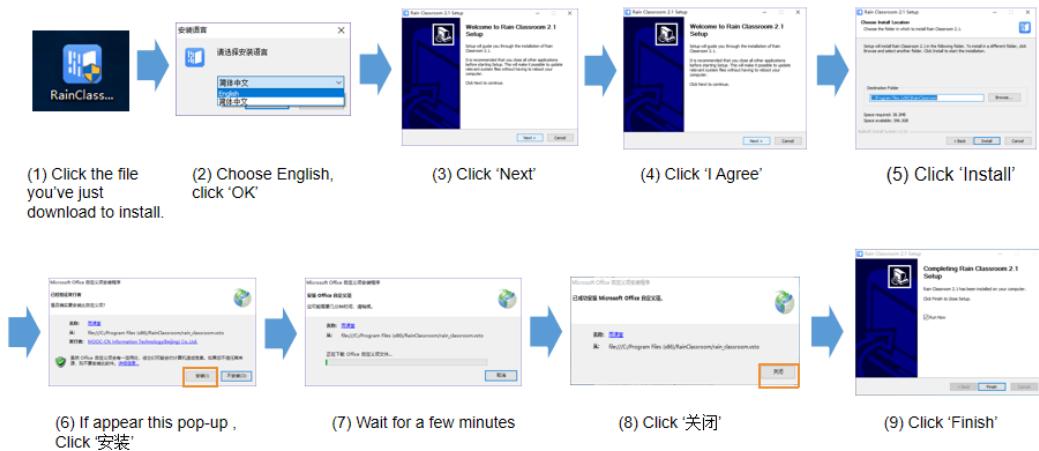
Open a web browser by computer and download the software from

<http://ykt.io/download>



Click here to download the full install pack to your computer

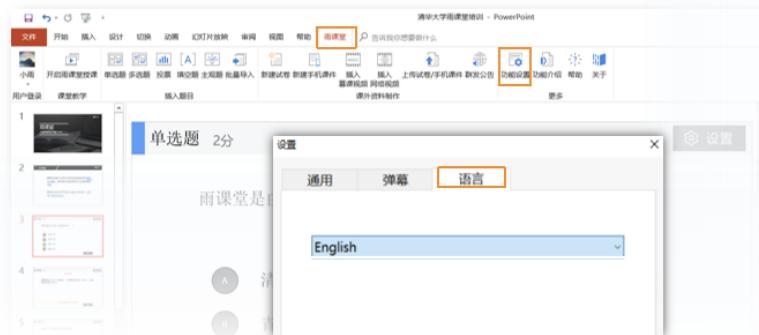
How to Install Rain Classroom?



How to Install Rain Classroom?

(10) Open any PowerPoint, if [雨课堂] appears in your PPT toolbar, it means you have installed RC successfully!

Tips: If your PPT operating language is English, then the Rain Classroom defaults to the English interface.
If not, you can manually switch languages as follows:



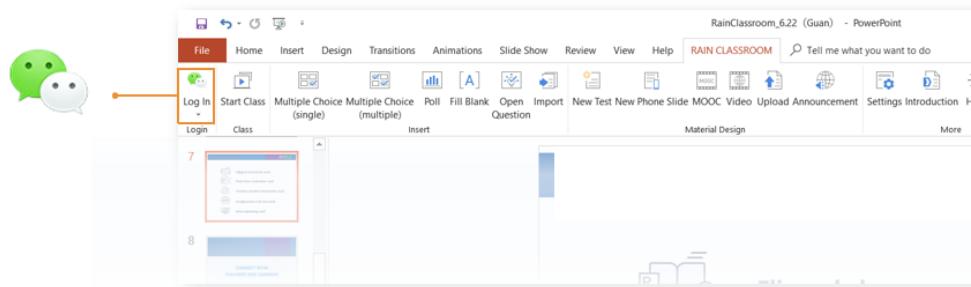
How to transform RC into English ?

- (1) find[雨课堂]
- (2) find[功能设置]
- (3) choose[语言]
- (4) choose[English]

How to Log in Rain Classroom?

Log in Rain Classroom on your PC :

- Start PowerPoint.
- Scan the WeChat logo in top left corner of the PPT file.
- To log in, input the 4-digit code that your mobile received
- WeChat logo changes to your profile
- You're in charge!



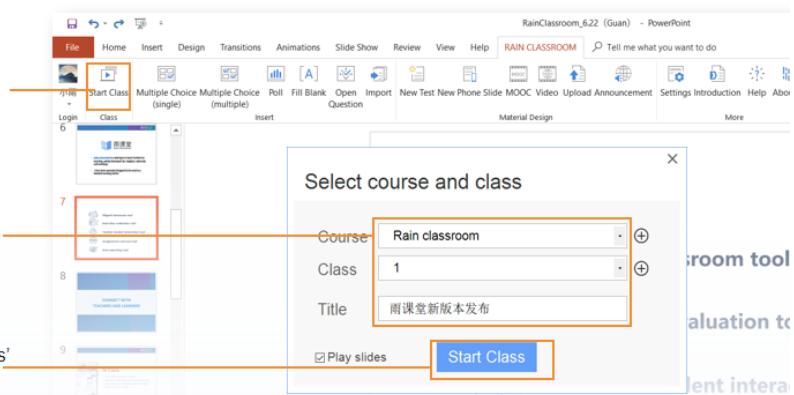
How to Teach with Rain Classroom?

(1) Click on the icon 'Start Class' to teach with Rain Classroom'

(2) Fill in the class information (course title, section, unit title).

You can set a class for test.

(3) Click on the button 'Start Class' at the bottom to make sure start now!



How to Teach with Rain Classroom?



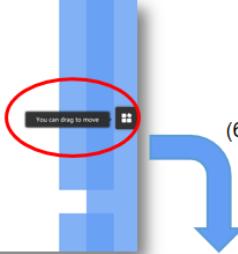
(4) A QR code appears on the screen.
Class code appears at the bottom.

(5) To start teaching, you can either click on the arrow in the circle (on the right), or press 'Start teaching' on your mobile device.



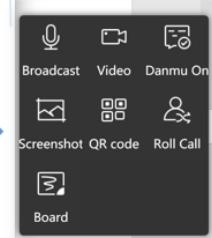
How to Teach with Rain Classroom?

How to teach online using
Rain Classroom

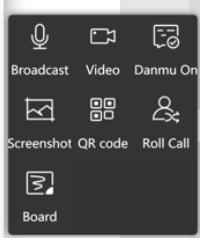


(6) Click on the "Broadcast" or "Video" button

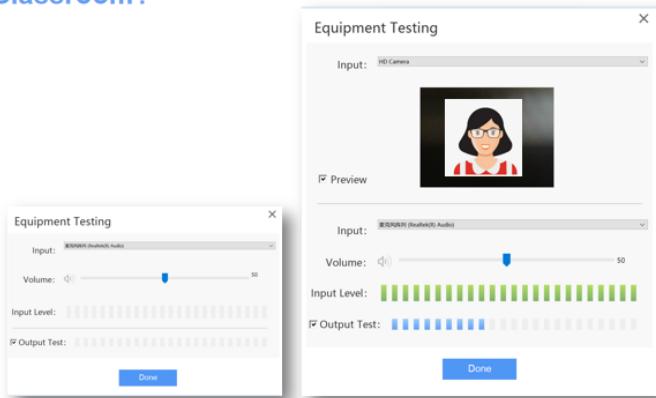
How to teach online using
Rain Classroom



How to Teach with Rain Classroom?

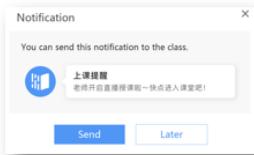


(7) Click 'Broadcast' or 'Video' for class audio or video live broadcast.



(8) Equipment testing for audio or video live broadcast.

How to Teach with Rain Classroom?



(9) Send notification to students in the class before teaching.

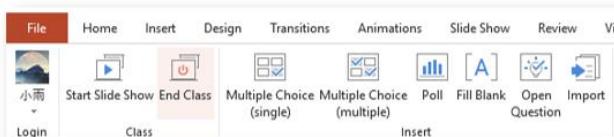


(10) Teaching online with live broadcast.

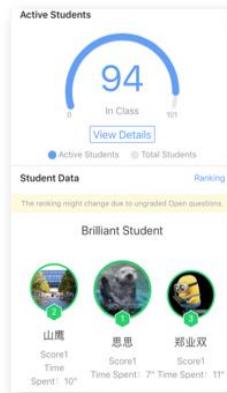
End Class and Check Teaching Data



(1) Teachers can end broadcast in the computer or mobile.



(2) Teachers can then end class in the computer or mobile.



(3) Teachers can check teaching data in the mobile phone.

Dear teachers and TAs,

To help you use the Rain Classroom successfully in the coming Spring Semester 2020, we designed this manual for you. As required, all the teachers and TAs are suggested to rehearse before **Feb. 7, 2020**. You can follow the guideline in this manual.

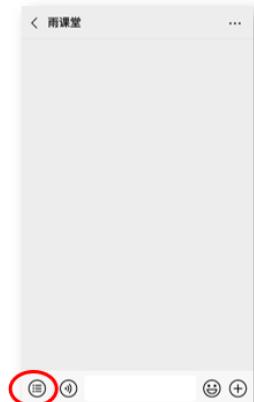
As for TAs, first, you need to apply for the Rain Class member. Currently, after your application, the average waiting time ranges from 1 to 3 days. Therefore, we suggest you all to do the application as soon as possible.

The steps for application are shown in the following two slides. If you have any questions, please do not hesitate to contact with us in this WeChat group.

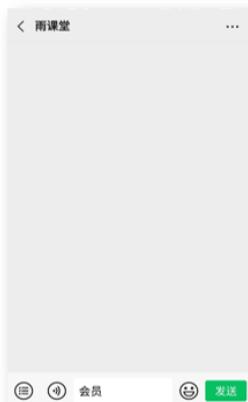
Best Wishes
Huanrui & Ziyu



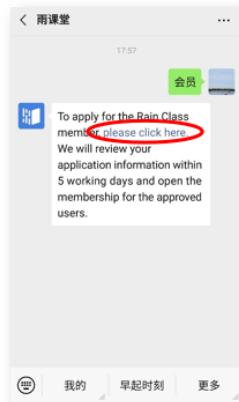
Steps for Applying for Rain Class Member



(1) Enter the homepage

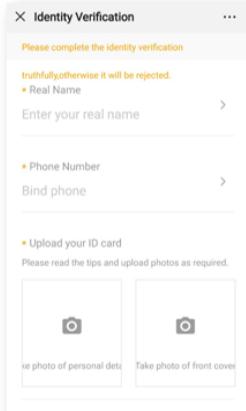


(2) Reply "会员"

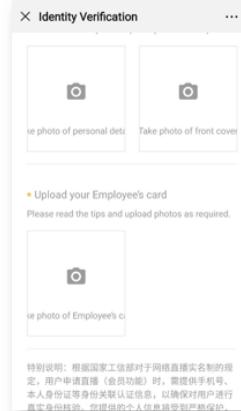


(3) Click on the link "please click here"

Steps for Applying for Rain Class Member



(4) Fill in the details. As for ID card, you can upload, for example, your passport or any other materials that could show your identity.



(5) As for employee's card, you need to use your student card.



(6) When you finish all the details, click on "next" and just wait.

Welcome to use Rain Classroom!

Help center: <http://ykt.io/help?list=10>

Telephone support: 400-099-6061

E-mail: yuketang@xuetangx.com



**Tsinghua University Online Teaching Manual
for the NCP Epidemic Prevention and Control Period
(Faculty Version)**



**Tsinghua University Online
Teaching Manual for the
NCP Epidemic Prevention and
Control Period
(Faculty Version)**

Epidemic Control Academic Planning Team
Online Education Technology Support Expert Team
7 February 2020



**Online Education Principles during the
NCP Epidemic Prevention and Control Period**

- Delayed spring semester, postponed return to campus, but classes shall commence as planned
- Classes will follow the original academic calendar, complying with the online education principles of **“Fully-immersed on time class experience for all”**, ensuring a seamless on-line education quality and interaction between students and faculty members

**Teachers and classmates “meet” online
according to schedule and plan**



Tips: Preparation for Online Classes

Before Class	During Class	After Class
<p>Use THU Web Learning /Rain Classroom to:</p> <ul style="list-style-type: none">• Post announcements• Upload materials• Group students• Create discussion groups	<p>Organize online teaching according to the curriculum via Rain Classroom</p>	<p>Use THU Web Learning /Rain Classroom to:</p> <ul style="list-style-type: none">• Assign course tasks eg. homework• Conduct class discussion• Q&A



Before Class

- Use THU Web Learning /Rain Classroom to:
 - Post announcements
 - Upload class materials and related contents
 - Find student details, facilitate group discussion
- Users can use either "THU Web Learning WeChat Official Account" or use Tsinghua "WeChat for Enterprise" to create online groups for class discussions, or use a conventional WeChat group for class communication



After Class

- Use THU Web Learning /Rain classroom to:
 - Assign, submit, evaluate homework online
 - Clarify ambiguities, address questions
- Note: in THU Web Learning:
 - 'Class discussion' is one-to-many mode, comments are visible to all enrolled students
 - 'Q&A' is one-to-one mode, comments are only visible to the teacher and the student who asked the question
 - In comparison to conventional WeChat Group discussions, THU Web Learning Discussion Board saves history and allows users to quickly locate information



During Class: Multi-Platform Method

- To ensure continuous communication during online sessions, teachers are recommended to use different platforms to **teach** and **interact** with the class, each platform can act as a backup in case of sudden interruptions. For example:
 - Use Rain Classroom to deliver, and WeChat groups for class interaction
 - Use video communication tools to deliver, and WeChat groups for class interaction

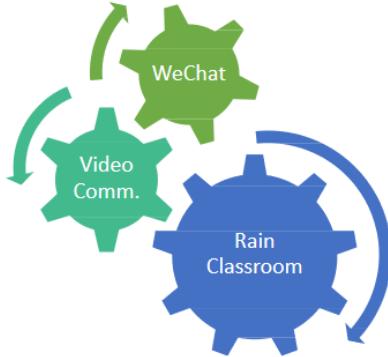
**Parallel Teaching and interaction via different platforms to
guarantee uninterrupted class experience for all users**



Online Teaching and Interaction

- Teachers can choose different methods of online teaching based on his/her teaching preferences and class size, with tools such as Rain Classroom, video communication platforms, and WeChat groups.

- Teaching Tools
 - Rain Classroom
 - Video communication platforms
- Interaction Tools
 - WeChat groups
 - Video communication platforms



Teaching Tools Explained

- With the Rain Classroom, teachers can:
 - Teach directly via PowerPoint, play pre-recorded PowerPoint, or play pre-recorded teaching videos
 - Collect questions from students
 - Publish recorded classes directly, *noting that editing is not permitted*
- With video communication platforms, teachers can:
 - Teach directly via PowerPoint, play pre-recorded PowerPoint, or play pre-recorded teaching videos
 - Interact with students directly
 - Classes delivered can be recorded, and edited to be published on other platforms, *noting that video communication platforms will not allow direct uploading of the recordings*



Interaction Tools Explained

- WeChat groups

- It is recommended that teachers and students use the THU Web Learning WeChat 'one-click group creation' function. They can also use conventional WeChat groups
- Users can interact through voice or text messages
- These groups can support classes for up to 500 members

- Video communications platforms

- Users get simultaneous response and an improved user experience
- Different platforms allow for different class sizes



Video Communication Platforms

- Selection Principles

- Platforms with large-scale (million-user+) video conference capacity and experience
- Ability to coordinate server resources and access resources to provide enterprise quality services for Tsinghua University
- Length of free services negotiable, with prompt customer service

- Online Classroom Technology Support Expert Team recommends three platforms after testing on the seven most commonly used cloud-based video communication platforms:

- Tencent Meeting (Chinese interface, allows 300 participants per meeting)
- BizConf (Chinese interface, no maximum capacity per meeting)
- ZOOM (EN/CN Bilingual interface, good international support)

- Teachers can also use other video communication platforms of preference



Additional Materials

- THU Web Learning Manual
- Recorded PowerPoint Production Guide
- Rain Classroom Manual
- Tencent Meeting Manual
- BizConf Manual
- Zoom System Manual



**Stand United,
Stay Committed!**

Tsinghua University Online Teaching Manual for the
NCP Epidemic Prevention and Control Period
Epidemic Control Academic Planning Team
Online Education Technology Support Expert Team
7 February 2020

Steps for students

As part of the measures against the coronavirus outbreak, the school is conducting classes online via 雨课堂. Details for the first class (everyone is registered for this) are as below.

Event: Briefing on the corona outbreak and related matters by senior school officials.

Time: 3rd Feb 2020, 9:50am

Language: Chinese. Details for a rerun in English will be announced soon.

Registration details:

Step 1 – Find 雨课堂 on wechat

Note some of the 雨课堂 interface might be in Chinese.

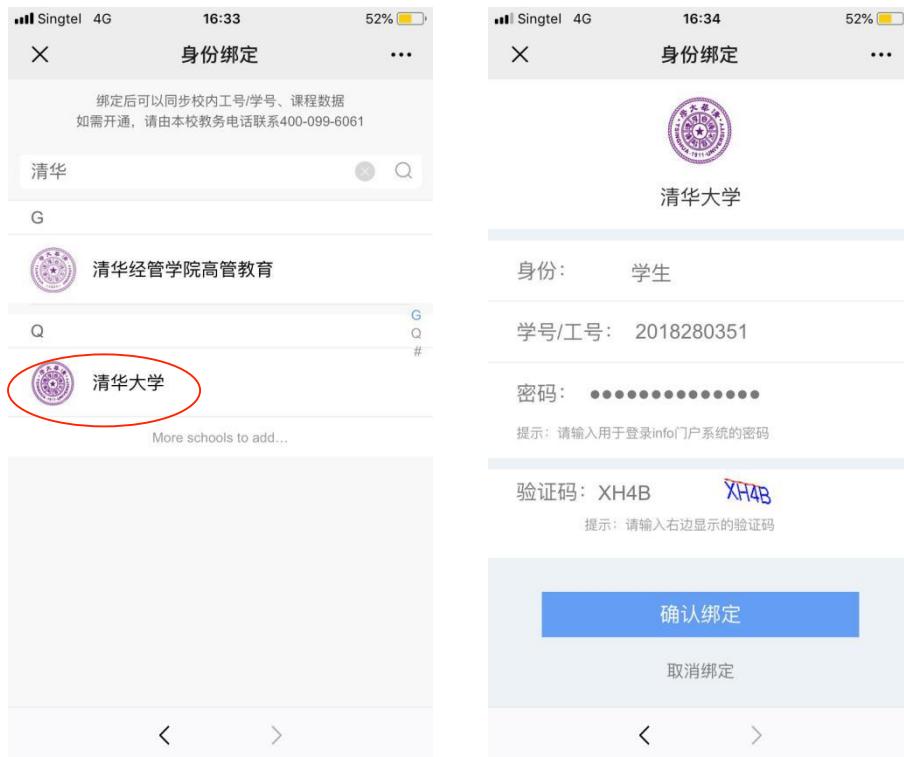


Step 2 – Sync 雨课堂 with your Tsinghua identity This

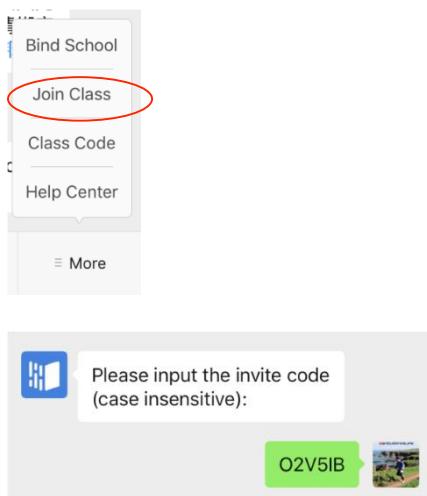
is done by clicking “身份绑定”.



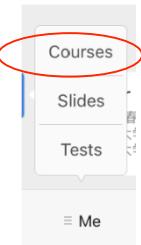
Next, find Tsinghua University. Then input your Tsinghua log in details.



Step 3 – Join class, class code is O2V5IB



Step 4 – You should have successfully registered by now. Check via “Courses”.



You should see your real name under 'Me' tab.

Singtel 4G 15:07 55%

X Homepage ...

Courses Discover Messages Me

张乃夫

¥ 0.00 Wallet

My Slides

My Tests

My Questions

Saved < >

Rain Classroom Frequently Asked Questions

1、观看直播

Issues with watching the live stream

1) 回看课程可以保留多久？是否能导出下载？

课程会一直保留，可以随时回看。不能导出或者下载。

Q: For how long is the playback of the live stream saved? Is it able to be exported and downloaded?

A: The course content will be saved indefinitely and can be replayed and accessed anytime. Videos cannot be exported or downloaded.

2) 如何观看前几天的直播回放？用手机还是电脑？

How do I watch a playback of a live stream from a few days ago? With a mobile device or a computer?

手机和电脑都可以重复回看直播。

回看路径：进入雨课堂公众号，点击【我的】 - 【课程】，找到

右上角的【我听的课】，选择具体课堂点击进去，在右侧中间有“直播回放”，点击即可。

Replay of live stream videos can be viewed from both phone and computer devices.
Replay path: enter the Rain Classroom official account on WeChat → click [Me]-[Courses] → click the [Joined] tab at the top right → select the course in question → select the lecture in question under the “Lectures” tab → click “Replay” button at the center right of the page to watch the recorded live stream.

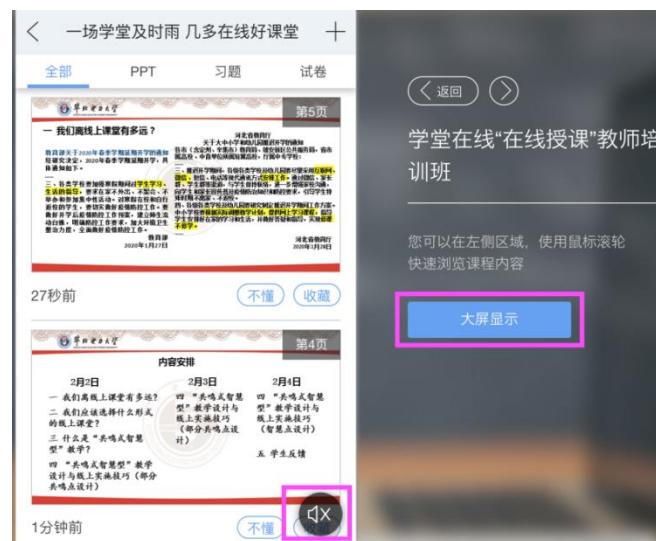
3) 声音问题：手机端或网页端经常性没有声音，或者有回声；从微信端直接点进网页版无声音；用 Microsoft Edge 和 Chrome 可以听到声音，但是网页界面是手机界面的样子，点击放大之后只能看到 PPT，其他的功能必须退出到小屏

Audio controls problems, including: If the audio on the web version or the mobile version is spotty or echoes; after redirecting to the web page version directly from

WeChat, there is no sound; the web page version of Rain Classroom on Microsoft Edge and Chrome has sound, but as the mobile version's interface. After clicking the presentation slides to enlarge, the other functions can only be accessed after minimizing the enlarged window. What do I do to fix these?

推荐使用雨课堂微信小程序看直播，效果最好，还可以参与课堂互动。网页版功能还在完善中，推荐使用 Chrome，并确认好是否开声音了（见下图两个按钮），我们默认是关掉声音的

The Rain Classroom WeChat Mini Program is recommended to watch live streams and participate in class activities. The web version is still under development and may still encounter problems. Google Chrome is the recommended web browser for Rain Classroom. Double check if the sound is on (the location of the sound icon is shown in the figure below). The default sound settings are muted.



4) 英文版微信端雨课堂，使用 VPN 后无声音

While using a VPN, the English version of Rain Classroom does not have sound.

雨课堂直播是通过互联网接入的，不需要连接 VPN

Rain Classroom video is streamed via the Internet and does not require a VPN connection.

5) 是否必须在开课前加入课堂的学生才可以看回放？课后加入是学生自行加入还是需要老师或者技术人员干预？

Is the video playback only available to the students who join the course before the start of class? After class, can a student join the class or does a teacher or technicians have to assist?

随时可以加入，学生可通过扫码或者输入课程邀请码加入课程，教师端“学生”菜单下有“邀请学生”的选项

Students can join a course at any time via QR code scan or entering a course invitation code. On the teachers' interface for Rain Classroom, there is an option to “Invite Students” under the “Student” menu.

2、其他问题

Other issues

1) 我听过的课程能不能删除?

Can I delete the courses I've already learned?

不能。只有授课教师（也就是课程的创建老师）有权限删除课程。

No, only the teacher who has created the course has the jurisdiction to delete it.

2) 提交试卷时需要两步才能提交，容易忘记

It takes two steps to submit quizzes and tests, which is easy to forget.

一定要记得点击【提交】按钮，不然会没作答记录没成绩

Be sure to click the [Submit] button after completion, or the quiz/test will not have record of your answers, and you will not be able to receive the results.

3) 请问学生会通过雨课堂得知他选的课程是否正常开课、还是会延后（如实验课）吗，延后课程的具体安排老师可以通过雨课堂发布吗？

Will students be notified if their course will start normally through Rain Classroom or if it will be postponed (such as a lab course)? Can the teacher post an overview of the course arrangements with Rain Classroom?

老师可以发布班级公告通知学生，学生能收到推送

Teachers will be able to post class announcements for students, and students will receive push notifications when the post is made.

Rain Classroom Manual for Students

Rain Classroom Manual for Students



CONTENTS

[**Part 1** What is Rain Classroom?](#)

[**Part 2** Prepare Work](#)

[**Part 3** Learn with Rain Classroom](#)

Part 1

What is Rain Classroom?

Teachers' scientific research
achievements, Tsinghua University



Prof. Yu Xinjie
Department of Electrical
Engineering



Prof. Li Manli
Institute of Education



Prof. Zhu Guiping
Department of Electrical
Engineering



Prof. Liu Zhen
School of Marxism



Prof. Ma Yuchun
Department of Computer
Science and Technology



Asst. Director Wang Shuaiguo
Online Education Office



- Rain Classroom is a new type of smart toolbox for teaching, jointly developed by Tsinghua University and XuetangX.
- It has been specially designed to be used in a blended learning model.

Part 2

Prepare Work

FOR STUDENTS

- Smart phone only: networking and WeChat

Step 1: Download WeChat



- It is a free app.
- It is a quite popular free communicate tool in China.
- No matter the Chinese or foreigners, could use your phone number to register.
- Download WeChat from any app store

Step 2: Follow Rain Classroom Official Accounts

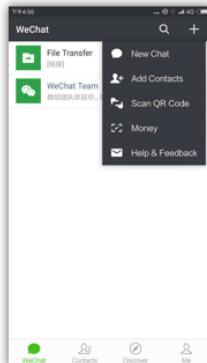


- Use WeChat to scan the QR code
- Follow Rain Classroom Official Accounts

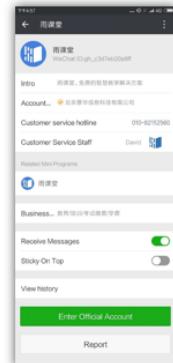
Follow Rain Classroom Official Accounts



Use WeChat to scan
the QR code



- (1) Click [+] in the top right corner
- (2) Click 'Scan QR Code'



- (3) Click the green icon to follow
RC Official Accounts



- (4) Enter RC Homepage
RC , is short for Rain Classroom

Tips:

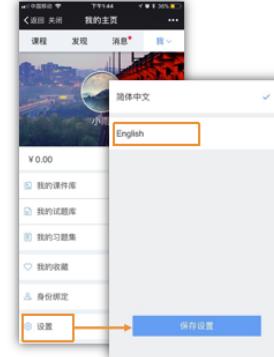
If you use WeChat for the first time, the operating language is English, then the rain classroom defaults to the English interface. If not, you can manually switch languages as follows:



- (1) Click 'Me' on the bottom of the page.
- (2) Click 'Courses'



- (3) Click 'Me' in the top right corner
- (4) Click '我的主页'



- (5) Click '设置' on the bottom of the page.
- (6) Click 'English' and save your setting.

Part 3

Learn with Rain Classroom

Join in the courses and classes



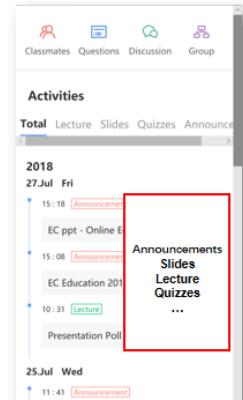
Enter Rain Classroom (RC) Homepage

Receive all kinds of notices and messages from RC.



Join in the courses and classes

Click the link given by the instructor, scan the QR code or use the Invite Code.



Begin your learning journey

Receive all kinds of learning materials from RC.

Before Class

- Teachers prepare, upload and send the preview materials to students through Rain Classroom;
- Students learn the learning materials teachers prepared on phone;
- Teachers check students' learning progress.



In Class

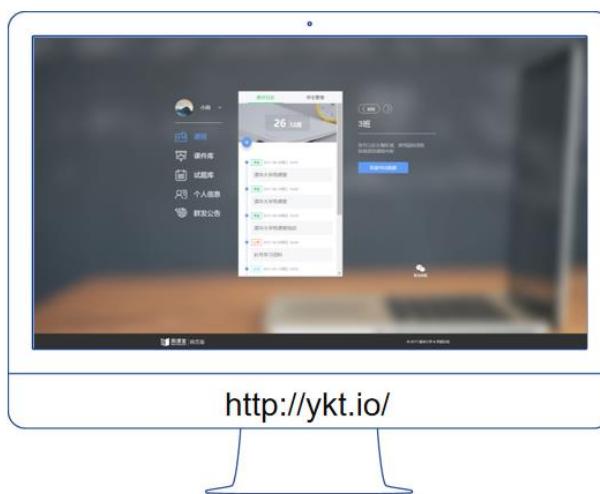
- Receive the slides synchronously from teachers;
- Mark unclear points on phone, which would be presented to teachers synchronously and anonymously;
- Finish the quizzes teachers assigned in limited time;
- Post & live commenting;
- Review or replay the course if needed.

After Class

- Teachers prepare, upload and send the review materials to students through Rain Classroom;
- Students learn the review materials teachers prepared on phone;
- Teachers check students' learning progress.



You can also try the Rain Classroom Web Version





Welcome to use Rain Classroom!

Help center: <http://ykt.io/help?list=10>

Telephone support: 400-099-6061

E-mail: yuketang@xuetangx.com

Rain Classroom Manual

Version 4.0

Update Time: February 8, 2020



CONTENTS

Part 1 What is Rain Classroom?

Part 2 Prepare Work

Part 3 Teach with Rain Classroom

Part 4 Preview with Rain Classroom

Part 5 Assign homework with Rain Classroom

Part 6 Other Functions

Part 1

What Is Rain Classroom?



- Rain classroom is a new type of smart toolbox for teaching, jointly developed by Tsinghua University and XuetangX.
- It has been specially designed for blended learning.

Multiple modes of online teaching

Method 1: Online live teaching

The whole class study synchronously.
The teacher gives live lecture and students receive courseware on their phones.



Method 2: Students self-learning online

Students receive the teacher's courseware on phones and arrange their own study time.
Courseware includes texts, audios and videos.



Of course, you can also combine the above two methods.



In Class

Teach and learn at the same time

- Support Live Streaming
- Sync slides to students' phones
- Give feedback to teacher anonymously
- Send Quizes to students with bonus
- Support posting and sharing comments

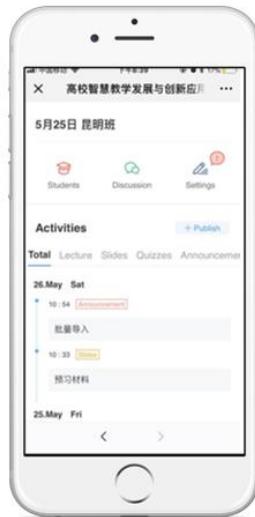
Encourage students to participate in discussion

Add more fun to your class

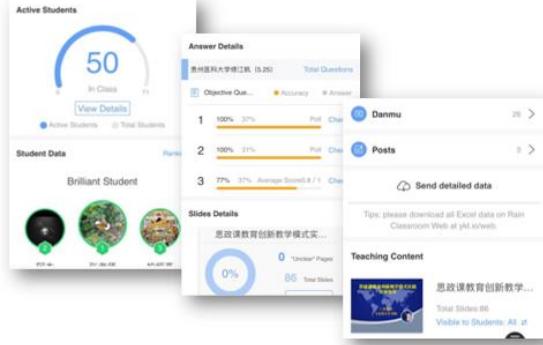
Before Class

Students arrange study time on their own

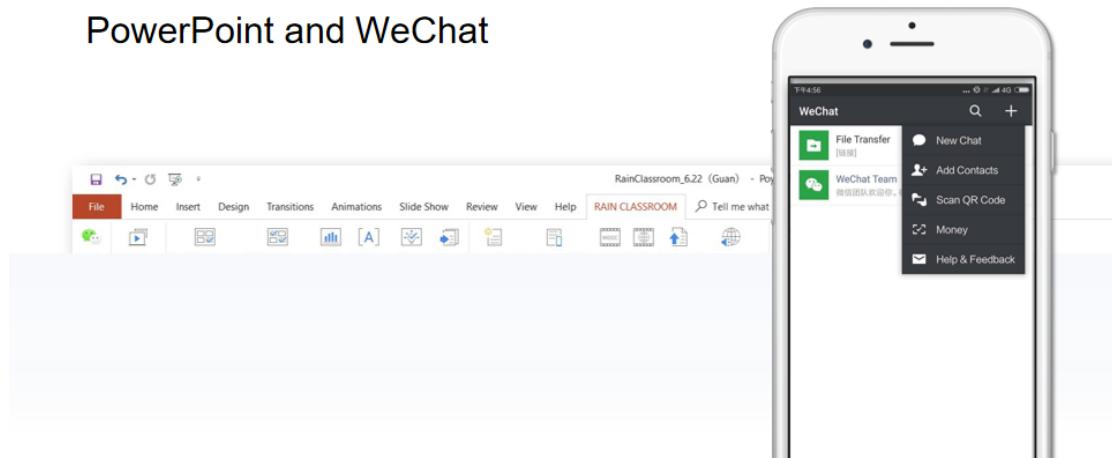
- Make and send teaching materials to students through WeChat.
- Check students' learning progress.



Rain Classroom provides a real-time and personalized analysis of students' class performance



Fairly easy to use only
need
PowerPoint and WeChat



Part 2

Prepare Work

- Get to know Rain Classroom
- How to Download Rain Classroom?
- How to Install Rain Classroom?

FOR TEACHERS

- Computer: WindowsXP SP3、Windows7 or more advanced versions
- PowerPoint : Office2010 or more advanced versions
- Smart phone: networking and WeChat
- Download and install Rain Classroom



Use WeChat to scan
the QR code

Follow Rain Classroom
Official Accounts

FOR STUDENTS

- Smart phone only, with network and WeChat

What is WeChat?

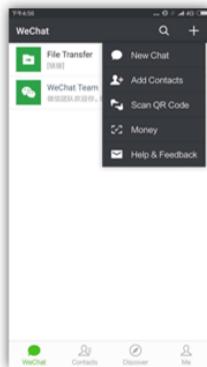


- It is a free app.
- It is a quite popular free communication tool in China.
- It's available for both Chinese and foreigners.
- Download WeChat from any app store.

Follow Rain Classroom Official Accounts



Use WeChat to scan
the QR code



- (1) Click [+] in the top right corner
- (2) Click 'Scan QR Code'



- (3) Click the green icon to follow RC Official Accounts



- (4) Enter RC Homepage

RC , is short for Rain Classroom

Tips:

If you use WeChat for the first time, the operating language is English, then the rain classroom defaults to the English interface. If not, you can manually switch languages as follows:



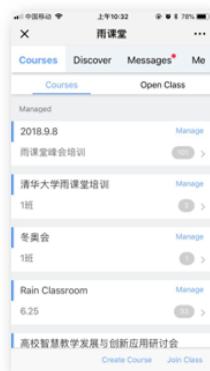
- (1) Click 'Me' on the bottom of the page.
- (2) Click 'Courses'
- 3 Click '我' in the top right corner
- 4 Click '我的主页'
- 5 Click '设置' on the bottom of the page.
- 6 Click 'English' and save your setting.

Get to know Rain Classroom



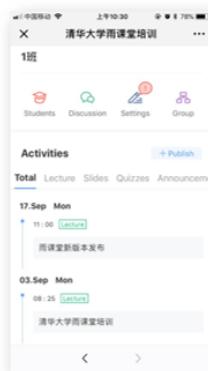
Homepage

Receive all kinds of notices and messages from RC.



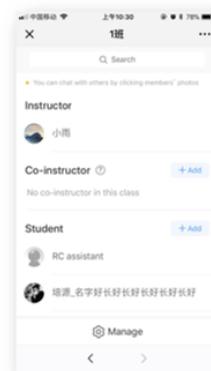
Course Catalogue

Teachers click 'Create Courses' to create a new courses.



Activities Catalogue

All teaching activities in this class accumulate in this page.



Student List

In this page, teachers could invite students, set co-instructors or manage students.

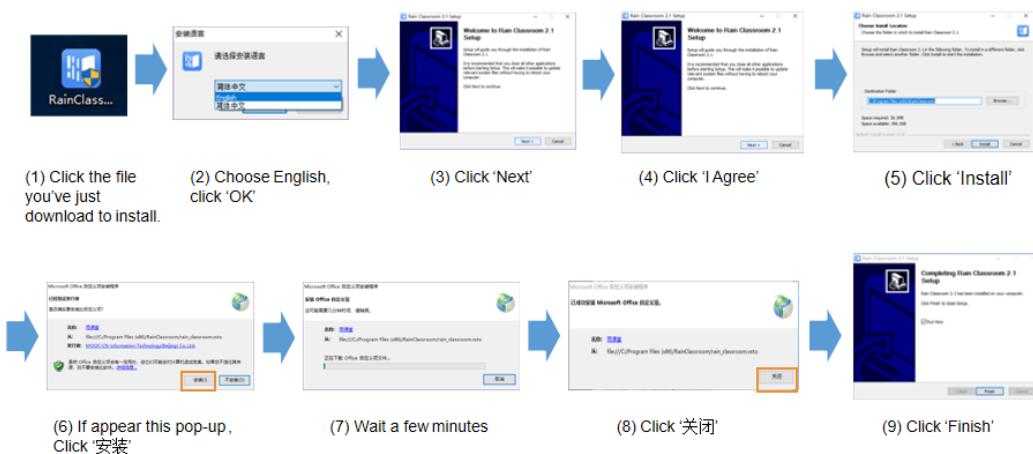
How to Download Rain Classroom?

Open a web browser and download the software from

<http://ykt.io/download>



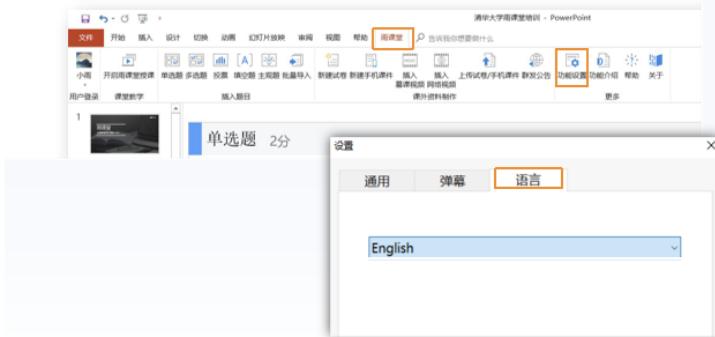
How to Install Rain Classroom?



How to Install Rain Classroom?

(10) Open any PowerPoint, if [雨课堂] appears in your PPT toolbar, it means you have installed RC successfully!

Tips: If your PPT operating language is English, then the rain classroom defaults to the English interface.
If not, you can manually switch languages as follows:



How to transform RC into English ?

- (1) find[雨课堂]
- (2) find[功能设置]
- (3) choose[语言]
- (4) choose[English]

Part 3

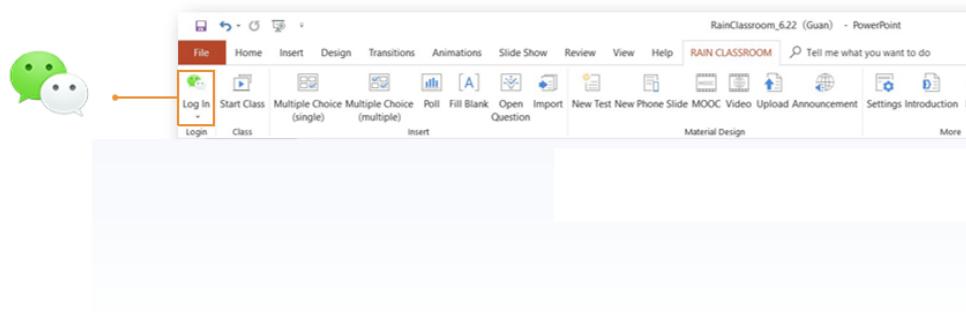
Teach with Rain Classroom

- How to Login Rain Classroom?
- How to Insert Questions ?
- Send Questions/Check Unclear Pages/Danmu and Post
- End Class and Check Teaching Data

How to Login Rain Classroom?

Login Rain Classroom on your PC :

- Start PowerPoint.
- Scan the WeChat logo in top left corner of the PPT file.
- To log in, input the 4-digit code that your mobile received
- WeChat logo changes to your profile
- you're in charge!



How to Insert Questions ?

To insert questions into your PPT slides

E.g. To create **single-choice** questions

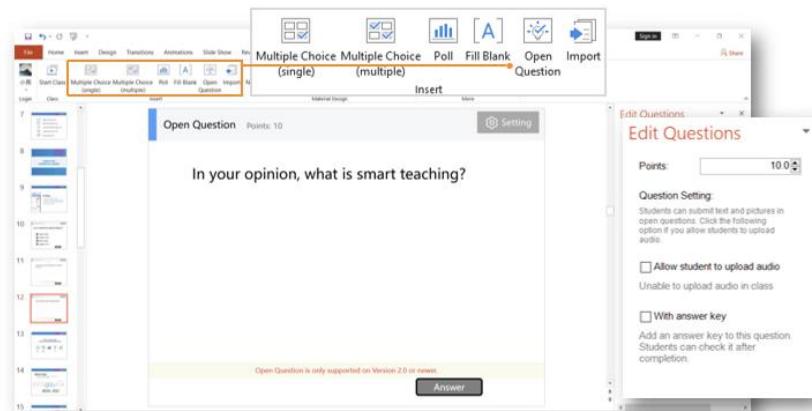
- a. Click on the 'Single-choice questions' icon
- b. Follow the template (question goes to the top, options down below).
- c. In the side panel (on the right), pre-select the correct answer.

A screenshot of the Rain Classroom software interface. The main window shows a slide with the question "Which university announces Rain Classroom ?". Below the question are four options: A) Qinghai University, B) Tsinghua University, C) Peking University, and D) Tsingdao University. The option B is highlighted with a green circle. On the left, a slide outline shows several slides numbered 9 through 16. On the right, a sidebar titled "Edit Questions" shows the question type is set to "Single Choice". The correct answer is marked as "B".

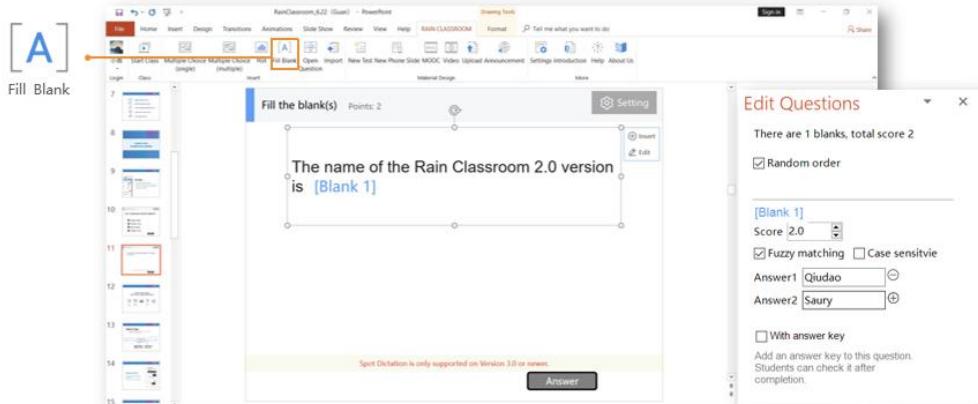
How to Insert Questions ?

E.g. To create **open question**

- Click on the 'Open-ended questions' icon;
- Type your question in the text box.

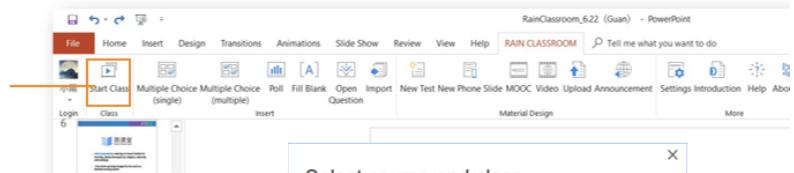


How to Insert Questions ?

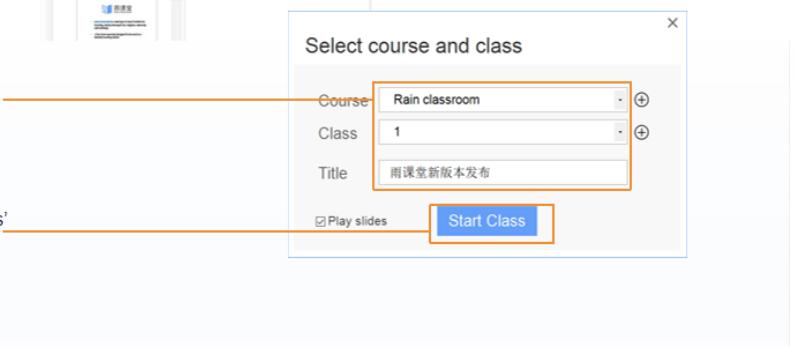


How to Teach with Rain Classroom?

(1) Click on the icon 'Start Class' to teach with Rain Classroom'



(2) Fill in the class information (course title, section, unit title).



(3) Click on the button 'Start Class' at the bottom to make sure start now!

How to Teach with Rain Classroom?

(4) A QR code appears on the screen. Class password appears at the bottom.

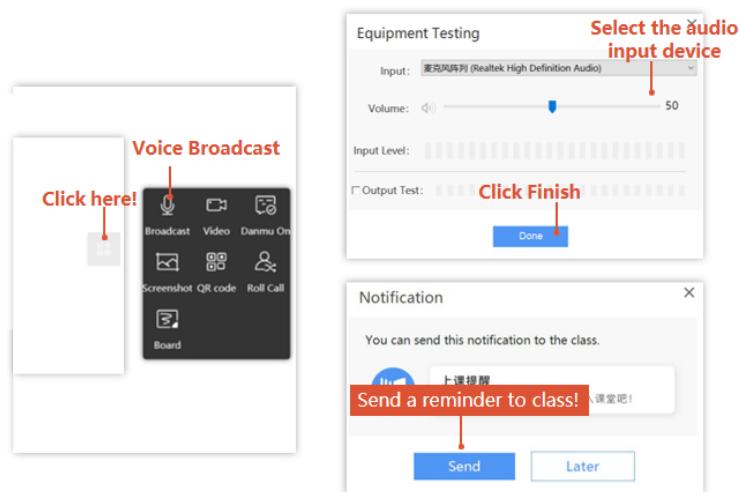


(5) Students scan the QR code by WeChat to join the class.



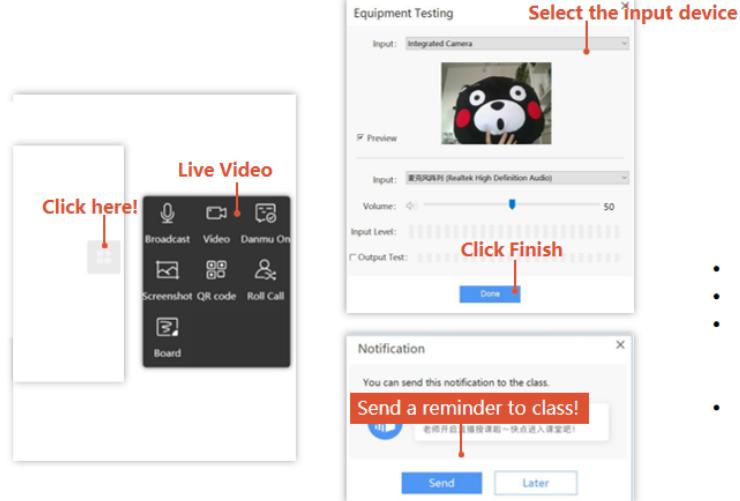
(6) To start teaching, you can either click on the arrow in the circle (on the right), or press 'Start teaching' on your mobile device.

How Do teachers Start Voice Broadcast?



- Click the icon on the right side
- Select [Voice Broadcast]
- Select the audio input device.
- Click finish
- Send a reminder to class!

How Do Teachers Start Live Video?



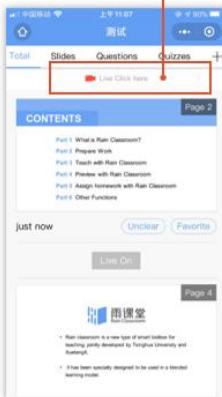
- Click the icon on the right side
- Select [Live Video]
- Select the video input device and audio input device, preview the screen and start live broadcasting.
- Send a reminder to class!

How Do Students Watch the Broadcast?

Students click the reminder to enter the class.



Click to enter live broadcast



- Students can receive slides simultaneously.
- Click [Live Video] to watch the broadcast.
- If the teacher starts [Voice Broadcast], students can click the speaker icon at the bottom.
- We support unlimited review.

How to Send Questions?

(1) When turn to the exercise pages, the teacher's mobile phone appears the icon [Send].

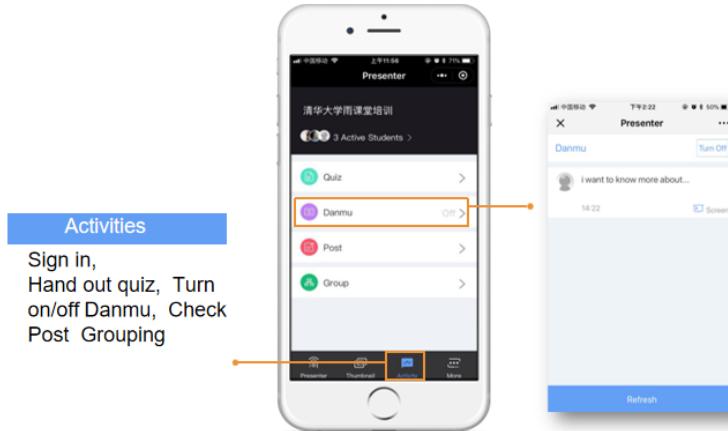
A screenshot of a Microsoft PowerPoint slide. The slide has a title 'RAIN CLASSROOM' and a search bar. Below the title, there's a poll question: 'Which university announces Rain Classroom ?' with four options: 'Qinghai University', 'Tsinghua University', 'Peking University', and 'Tsingdao University'. To the right of the slide, there's a white smartphone icon with a blue 'Send' button at the bottom. A red box highlights the 'Send' button.

(2) Click it to send the page directly or in limited-time

(3) After sending the problems, the mobile phone terminal appears the students' answer in time.

A screenshot of a Microsoft PowerPoint slide showing the results of a poll. The poll question is 'Which university announces Rain Classroom ?' with the same four options. The results are displayed in a bar chart: 'Qinghai University' (blue bar), 'Tsinghua University' (yellow bar), 'Peking University' (green bar), and 'Tsingdao University' (red bar). To the right of the slide, there's a white smartphone icon showing a student's answer 'D'. A red box highlights the student's answer.

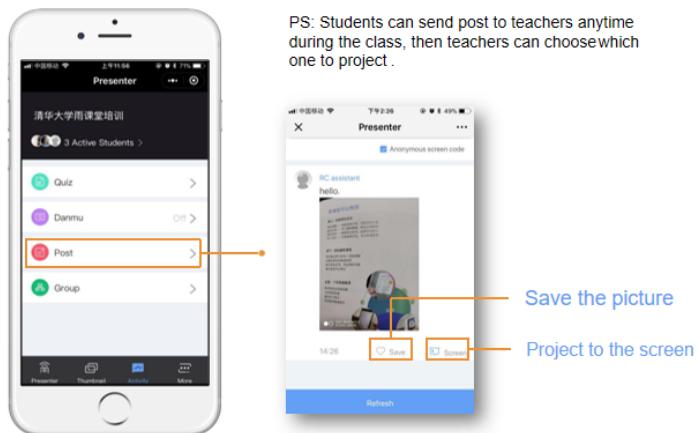
How to Use Danmu?



Danmu

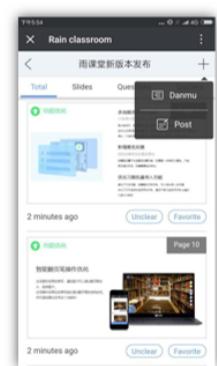
- (1) Click [Danmu]
- (2) Click the icon in the top right corner to turn on
- (3) Click the icon [Screen], project to the screen
- (4) Touch [Refresh] to check more Danmu

How to Show Post in the Class?

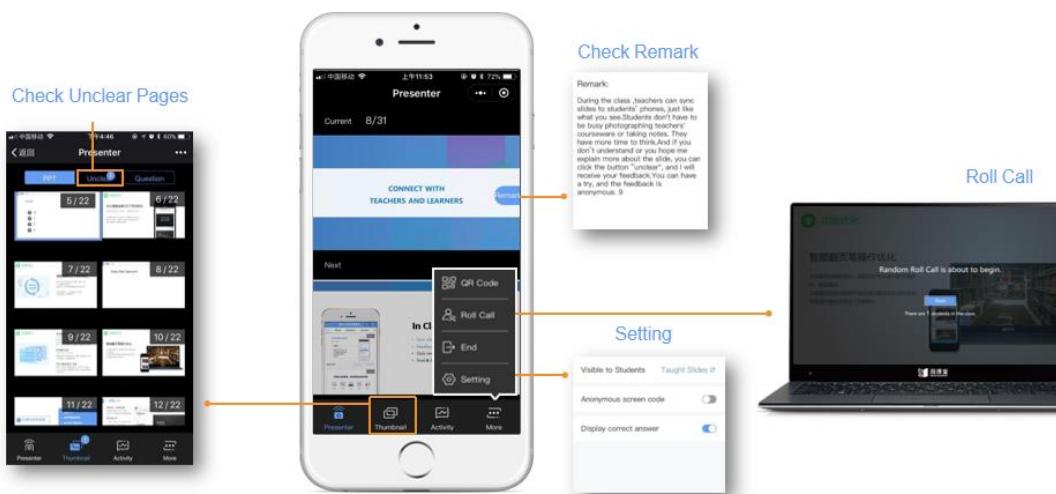


PS: Students can send post to teachers anytime during the class, then teachers can choose which one to project.

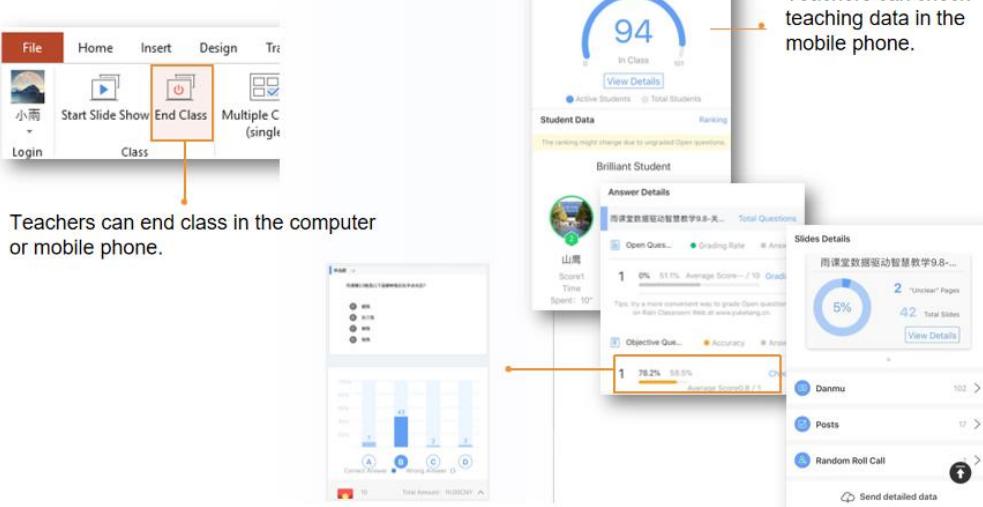
For student: how to send Danmu and Post?



How to Check Unclear Pages?



End Class and Check Teaching Data



Part 4

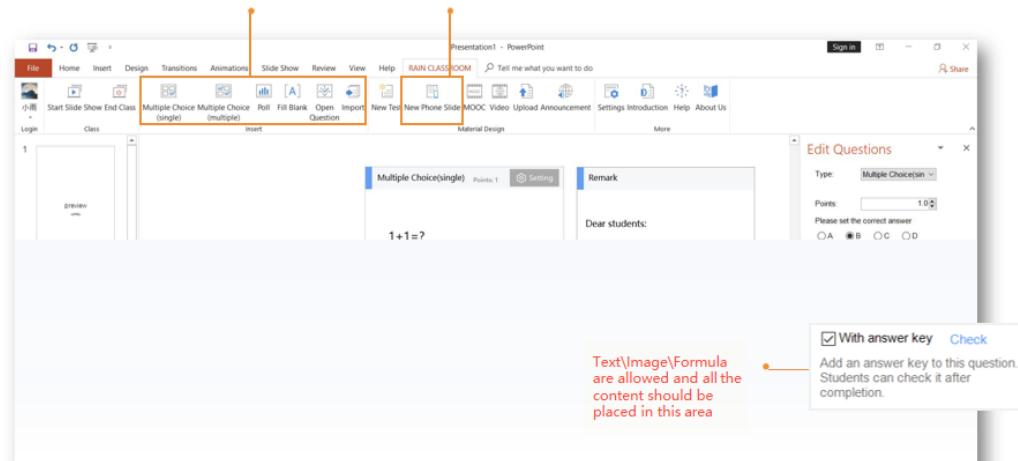
Preview with Rain Classroom

- How to Make the Pre-courseware
- Send Courseware to Students
- Check Teaching Data in the Mobile Device

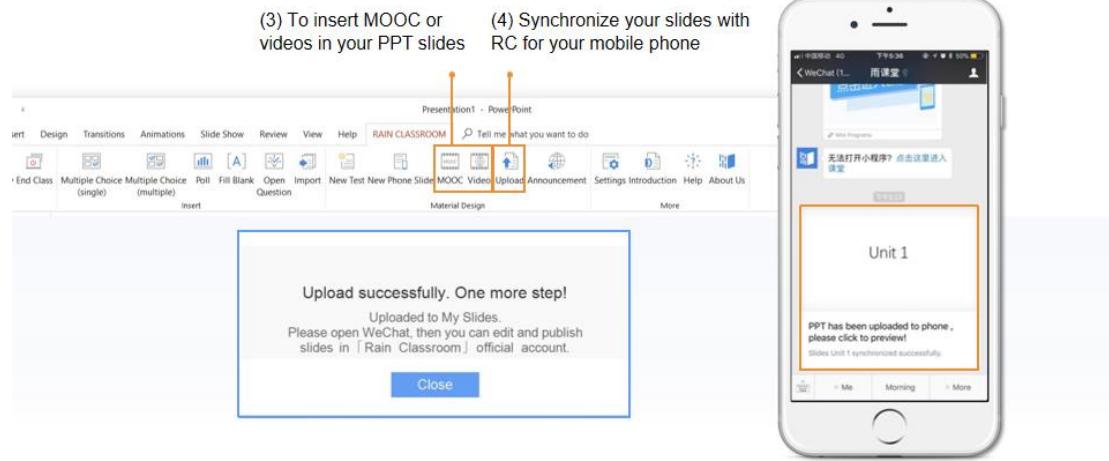
How to Make the Pre-courseware

(2) To insert questions in your PPT slides

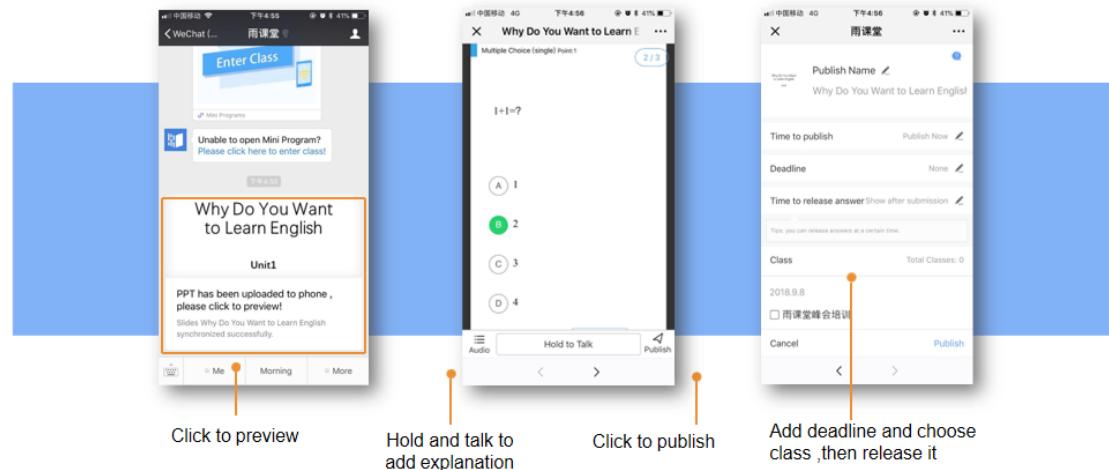
(1) Create a new phone slide (Vertical slides are easy for students to read on their mobile phones)



How to Make the Pre-courseware

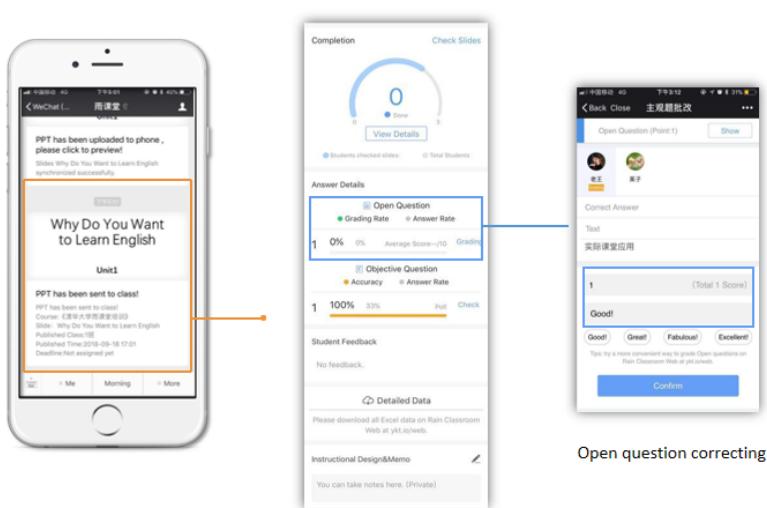


Send Courseware to Students



Check Teaching Data in the Mobile Device

After sending the pre-courseware to students, teachers can check teaching data in the mobile phone.



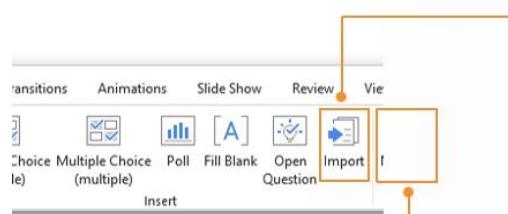
Open question correcting

Part 5

Assign homework with Rain Classroom

- How to Make the Test
- Upload the Test to Mobile Phone

How to Make the Test

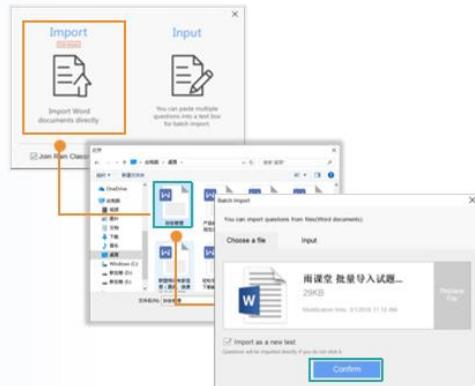


Method 1:

1. Click 'New Test' to create and send new tests.
2. Insert questions

Method 2:

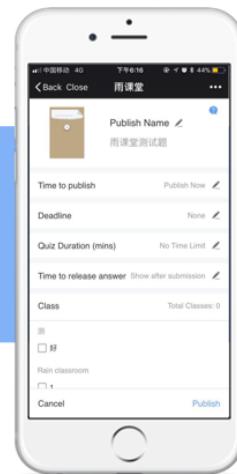
Click 'Import' to import word documents directly.



Upload the Test to Mobile Phone

Upload the test to mobile phone, saved in 'My test'

You can sent to students directly, Or sent to students when you need.



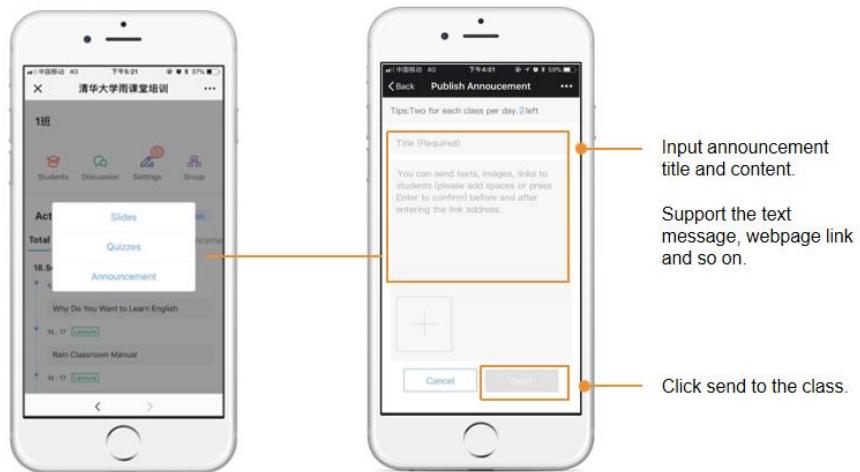
Part 6

Other Functions

- Announcement
- Rain Classroom Web Version

Announcement

In mobile phone



Announcement

In computer

Support send the text message, webpage link , attachments to students.



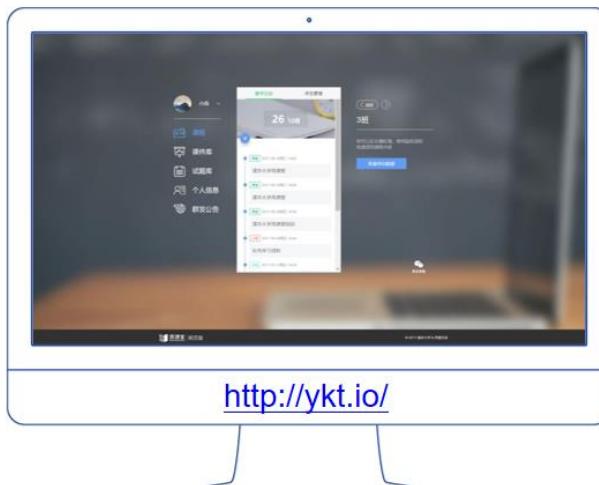
Select the class

Add attachments

Input announcement title and content.

Preview and send

Rain Classroom Web Version



<http://ykt.io/>

Welcome to use Rain Classroom!

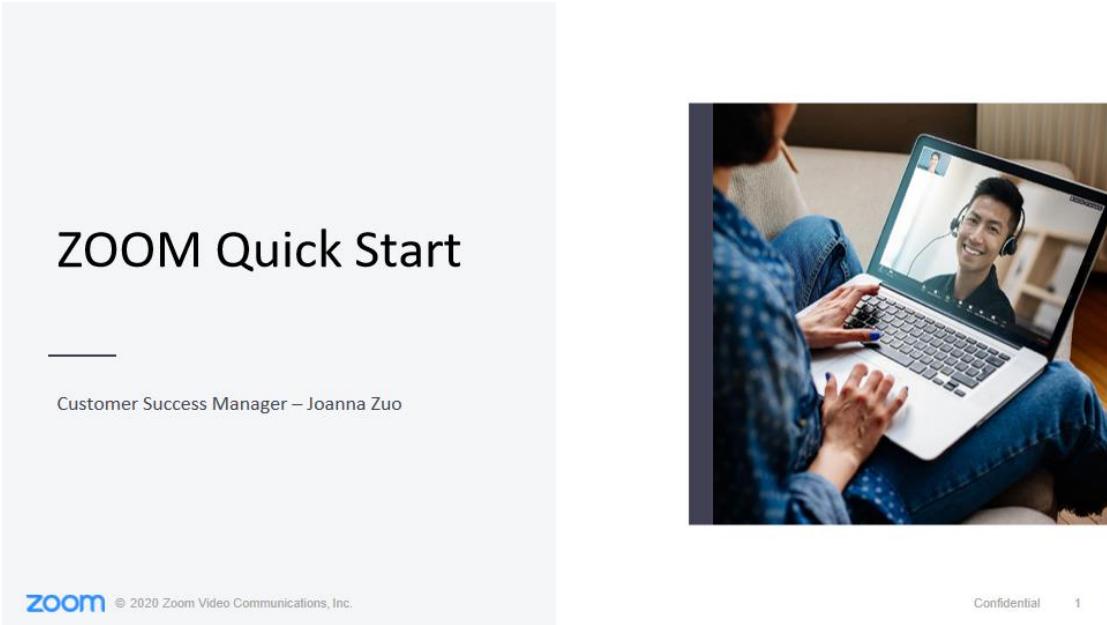
Help center: <http://ykt.io/help?list=10>

Telephone support: 400-099-6061

E-mail: yuketang@xuetangx.com



Zoom Quick Start



The screenshot shows the 'ZOOM Quick Start' landing page. At the top, it says 'Customer Success Manager – Joanna Zuo'. To the right is a photograph of a person sitting on a couch, wearing headphones and smiling, while using a laptop for a video call. At the bottom left is the Zoom logo and copyright information: '© 2020 Zoom Video Communications, Inc.' At the bottom right are the words 'Confidential 1'.

Get ZOOM Account and Client

□ Sign Up

- Goto <https://zoom.com.cn>, register account.
- Enter the registered email and log in, click the activation in the confirmation email, and in the page that jumps to, enter the registration information, verify the phone number , and log in to the web page.

[Sign Up Free](#)

Your work email address

Input verification code
  [Get another](#)

[Sign Up](#)

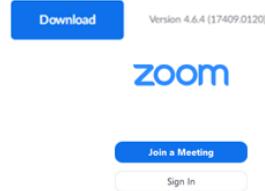
By signing up, I agree to the [Privacy Policy](#) and [Terms of Service](#).

□ Download Client

- Goto <https://zoom.com.cn/download>
- download zoom client and install.

[Zoom Client for Meetings](#)

The web browser client will download automatically when you start or join your first Zoom meeting, and is also available for manual download here.



zoom

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1

Start Your ZOOM Client

■ Home

- **New Meeting:** Start an instant meeting. Click the downwards arrow to enable video or use your personal meeting ID (PMI) for instant meetings.
- **Join:** Join a meeting that is in progress.
- **Schedule:** Set up a future meeting.
- **Share Screen:** Share your screen in a Zoom Room by entering in the sharing key or meeting ID.
- **Upcoming meeting:** Displays the next meeting for the current day.

□ Meeting

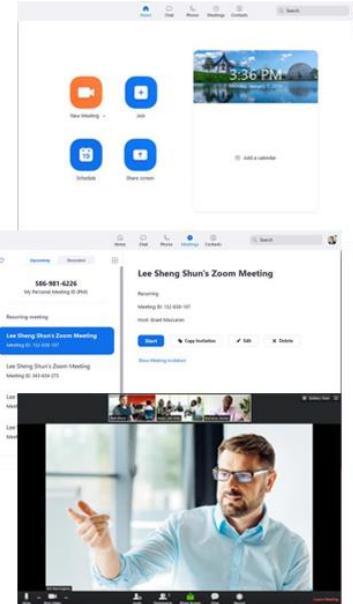
- Select the **Meetings** tab and click **Upcoming** to view, start, edit, and delete scheduled meetings.

□ In-Meeting Controls

- Once you have started or joined a meeting, you can access the meeting controls located at the bottom of the meeting window (move your mouse in the Zoom window to display meeting controls).
- Please login zoom portal to get more function.
- **PS:** Participants need the permission of the meeting host to record a meeting.

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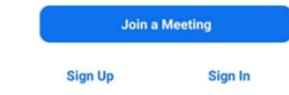
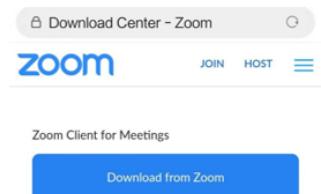
Mobile Client

□ Download & Install

- Android: Goto <https://zoom.com.cn>, Click Download from Zoom, download the program and install it.
 - IOS: Goto App Store, download the Zoom and install it.
- PS:** If you want login, please goto zoom.com.cn to sign up first.

□ Sign in and Join

- Click "Join a Meeting", input your meeting ID, and input your mobile number in jump page to verify, you could join meeting.
- Click Sign In, input email address and password. Then you can start a meeting and act as meeting host.



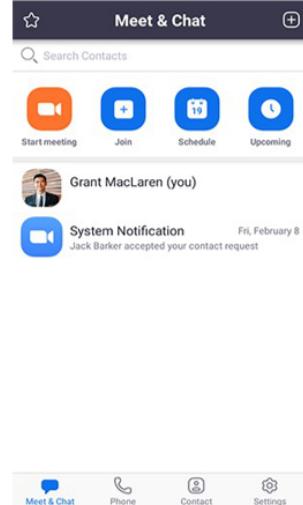
1

ZOOM © 2020 Zoom Video Communications, Inc.

Confidential

■ Home

- **New Meeting:** Start an instant meeting
- Click **Join**, input meeting ID and join in .
- Click **Schedule**; Set up a future meeting.
- **Share Screen:** Share your screen to all people in the meeting.
- **Upcoming meeting:** Displays the next meeting for the current day.



□ Meeting

- Schedule a one-time or recurring meeting.
- Start an instant meeting using your PMI or a new meeting ID

□ Contacts

- Add custom contact
- Find phone contacts that are using Zoom
- View the list of contacts.

□ Settings

- Tap your name to change your profile picture, name, and password.
- **Contacts:** Find phone contacts that are using Zoom, and approve contact requests.
- **Meeting:** Change settings for enabling/disabling your microphone, speaker, or video when you join a meeting.

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1

■ Host Controls meeting windows

- **Mute/Unmute:** Mute or unmute your microphone.
- **Start/Stop Video:** Start or stop your own video.
- **Share Content:** Start sharing your screen.
- **Participants:** manage participants.
- **More:** There are additional settings available under **More**.

■ Participant windows

- **Mute/Unmute:** Mute or unmute your microphone
- **Start/Stop Video:** Start or stop your own video.
- **Share Content:** Start sharing your screen .
- **Participants:** View the participants list.
- **More:** There are additional settings available under **More**.
- From the meeting window you can "swipe-right" to enter "Driving Mode"



Notice :

Please check your video and microphone before you will start an important meeting.

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1

Installation Manual for Tencent Meeting

From TAs for LCTU 2020-2-8

1. Download the installation package online

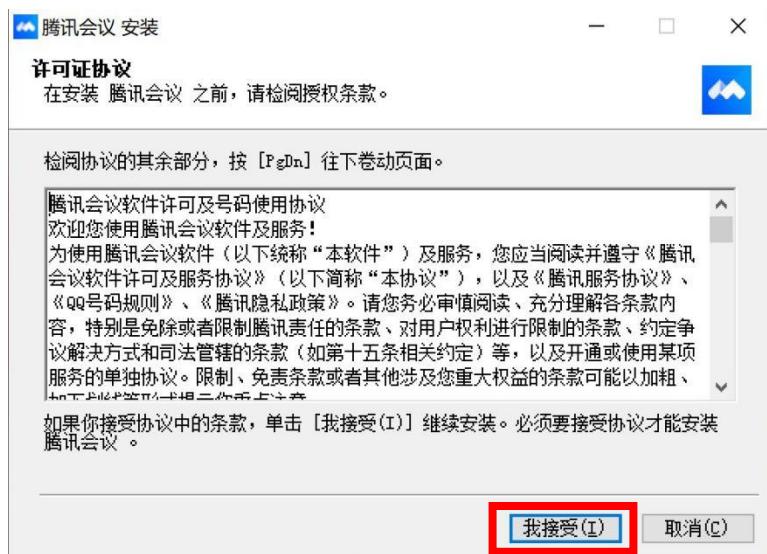
For PC: <https://meeting.tencent.com/download-center.html?from=3>



2. Tencent Meeting Installation

- 1) Open the package, choose “Installation” or 我接受 (I) .

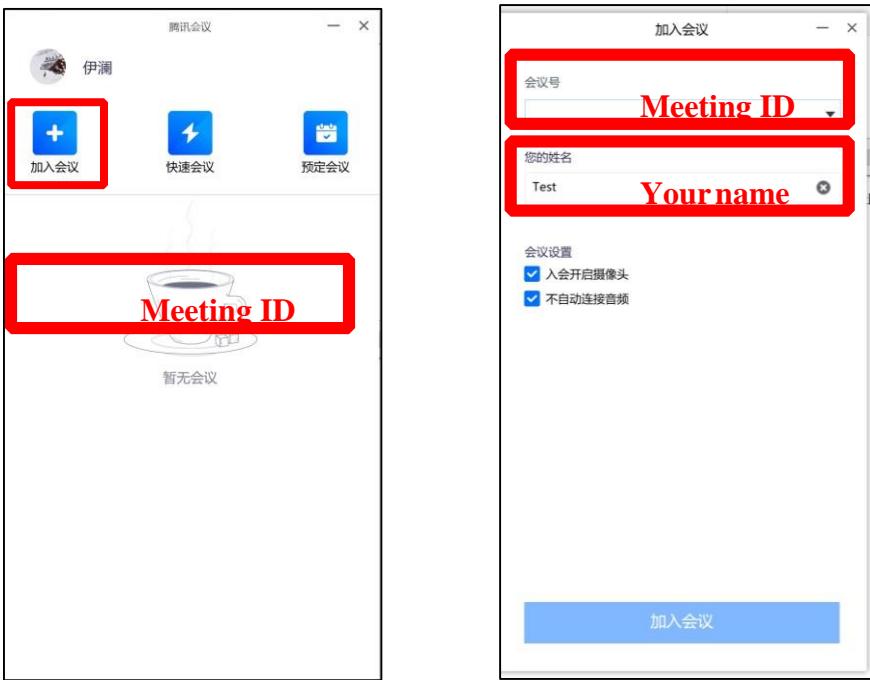




- 2) Choose "Installation" or 安装 (I).
- 3) Choose "Finish" or 完成 (F) and run "Tencent Meeting".



- 4) Click on join the meeting or "加入会议", input "Meeting ID" the instructor sent and your name. Specify the video and audio settings.



5) Join the meeting or course.

