

# TIPS FOR ZOOM ENGAGEMENT TO THE NEXT LEVEL

## Set Expectation



- Zoom Etiquette - Share list of etiquette and model the behavior to set the example.
- Participation – Explain how to communicate, interact, and do group collaboration with peers and instructor.
- Attendance - Be clear as to how attendance is taken and recorded.

## Plan out the meeting



- Provide agenda and meeting resources such as lecture slides.
- Make it easy for learners to follow along.
- Verify tools to deliver activities before the meeting.
- Give a break during long Zoom meetings.
- Send out meeting reminder to students.

## Use activity strategies to boost engagement



- Use Breakout Rooms to split students up into smaller discussion groups. Provide explicit instructions and expectations.
- Monitor students' interaction during the breakout discussion.
- Ask students to report back after group discussion in the breakout room.
- Use the Polls and Chat feature for questions and feedback.
- Utilize share features to share lecture slides, examples, and videos.
- Use usage Reports and Chat feature to check out students' attendance.

## Utilize tools to boost Zoom engagement

### TYPES OF ENGAGEMENT

### BUILT-IN FEATURE

### FREE ONLINE TOOLS

**Questions, Feedback,  
& Individual  
Reflections**

- Poll
- Chat & Reactions
- Whiteboard
- Annotation

- Random Name Picker
- Poll Everywhere

**Group Collaboration &  
Discussion**

- Breakout room
- Screen share

**Google Docs, Sheets,  
Slides**

**Attendance**

- Chat
- Usage Reports



### References:

McNamara, A. (2021, February 19). Creating Excellence in Teaching (with Zoom) Series. FHSU TILT Blog. <https://tigerlearn.fhsu.edu/creating-excellence-in-teaching-with-zoom-series/>.

ZOOM. (2020, April). Tips and Tricks for Teachers Education on Zoom.