

Good Practices for Students learning in Zoom

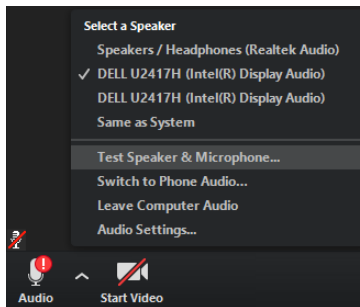
Preparation before the Zoom class

1. Look for a dedicated learning environment where you can stay focused
2. Eliminate distractions
3. Install a web camera, a microphone and prepare a headphone for in-class interaction.

Learning in Zoom

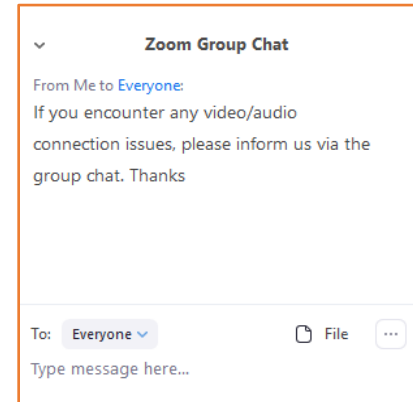
1. Join the Zoom class before the actual class time and test the equipment

- Your instructor normally will start the meeting 5 to 10 minutes before the meeting starts, follow the instruction you have received from your instructor
- Once you have joined the Zoom class, check the video/audio connection and report any technical issues to the instructor and TA via Group chat immediately
- Test your speaker and microphone in Zoom



2. Actively participate in the learning activities

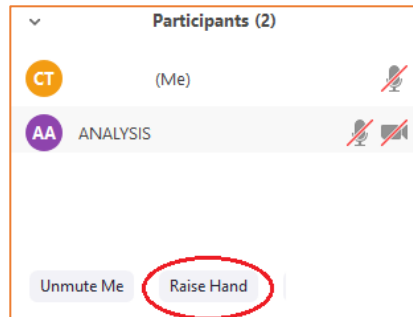
- You are encouraged to participate the live class to gain the interactive aspect from it
- Your microphone is normally muted when you enter the class. Raise hand in "Participants" to request for speaking up
- Make written comments/questions to the class via Group chat
- When your instructor/TA send out a polling question, you will see it on the screen, respond to the question promptly
- Close all applications that may distract you and influence the connection speed, such as Skype, WhatsApp



3. Self-identify yourself when speaking up in the meeting and/or in the breakout rooms

- It is not always possible for the instructor and/or other students to see who is talking. Say your name before sharing or asking a question

Note: During the class, you are expected to respect the instructor and other classmates e.g. Use of appropriate and respectful language.



After the Zoom class

1. Note the requirements and deadlines of assigned coursework

- Organize your notes and observe the deadlines of the assigned coursework

2. Revise the class recording for revision

- Your instructor will post the link of the recorded class on Canvas. Revise the materials by reviewing the recording

3. Contact your instructors for further inquiries

- Your instructors are willing to support your learning through the different means. When you have anything in doubt, contact the course team immediately!