What to do if the tech fails...
In this session we will talk about...

1. Technical equipment
2. Synchronous platforms
3. Asynchronous platforms
4. Back-up plans
5. Things to watch out for
1. Technical equipment

✓ Laptop/PC/Tablet
✓ Camera
✓ Headphones/Earphones
✓ Internet connection
In this session we will talk about...

1. Technical equipment
2. Synchronous platforms
3. Asynchronous platforms
4. Back-up plans
5. Things to watch out for
2. Synchronous platforms

- Zoom
- Skype
- Adobe Connect
- Other
In this session we will talk about...

1. Technical equipment
2. Synchronous platforms
3. Asynchronous platforms
4. Back-up plans
5. Things to watch out for
3. Asynchronous platforms

- VLE (Virtual Learning Environment) or LMS (Learning Management System)
- Chatgroup, e.g. FB Messenger, WhatsApp, Hangouts, Slack
- Google docs
- Your own blog/wiki
In this session we will talk about...

1. Technical equipment
2. Synchronous platforms
3. Asynchronous platforms
4. Back-up plans
5. Things to watch out for
4. Back-up plans

- Chat group, e.g. Facebook Messenger, WhatsApp, Google Hangouts, Slack
- Email (create a group in your address book)
- Phone numbers
In this session we will talk about...

1. Technical equipment
2. Synchronous platforms
3. Asynchronous platforms
4. Back-up plans
5. Things to watch out for
5. Things to watch out for - synchronous meetings
   - First 5 mins - check everyone can see/hear okay
   - If bandwidth is low, consider turning off cameras (but keep your own camera on if possible)
   - Mute learners when they're not speaking
   - Agree on ground rules, e.g. close other windows, be present, be respectful, raise hand, speak clearly, etc.
   - Use flipped classroom approach
   - If you 'disappear' use your backup plan
   - Record the session (?)
5. Things to watch out for – asynchronous platforms

✓ Post regularly, especially at first, so that learners know you're there.
✓ Agree on ground rules, e.g. contribute to discussions, be respectful, etc.
✓ Create a reassuring atmosphere which encourages posting and cross-commenting (model this yourself)
5. Things to watch out for – both synchronous meetings and asynchronous platforms

✓ Be aware that some learners may be logging in via their phones
✓ Keep learners involved and keep checking in on them
✓ Make sure learners know how to contact you if they can't get into the live meeting or the course platform (keep reminding them of the back-up plan)
Some helpful advice 😊

- (Try to) relax
- Be yourself
- Remember: you are a good teacher
- Pedagogy over technology
- Laugh when things go wrong
- Ask your students to help you
Teaching Live Online

Key Information

The course will help you develop the range of skills needed to teach live online classes via videoconferencing.

Dates & Fees
- **Next start date**: April 2020
- **Course length**: 20 days | 15 hours

Future Dates
- 20 Apr - 09 May 2020
- 08 Jun - 27 Jun 2020

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