Using Zoom for Virtual Education

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Technology orientation
Introductions

Feinberg Academy of Medical Educators

In your breakout room

Please share

• Name/Department at Feinberg
• Education/teaching background
• Something personal

We will return to the main room after 3 min
you will receive a 1 min warning
Please accept the invitation to join the group

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### Zoom tips

Please:

- Keep your audio *off* unless you are contributing
- Keep your video *on* to promote digital presence
- Make eye contact with the camera when speaking
- Have a light source *in front of you*, not behind

### General ground rules

Please:

- Contribute
- Respect other people’s point of view
- Keep our discussion confidential
Objectives

- Prepare and implement virtual learning sessions using Zoom
- Outline basic strategies to create an environment that promotes interaction

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Please type your responses in the chat box

What will you be teaching via Zoom and for whom?
Please be specific
Please type your responses in the chat box

What would you like to get out of this workshop?

Session outline

1. Setting up for success
2. Engaging learners
3. Promoting interaction
Setting up for success

• Beforehand
  – Set up your Northwestern Zoom account using your NU credentials ⇒ provides professional license
  – Watch Zoom tutorial on host and co-host controls
  – Review Northwestern Zoom privacy and security settings

*Use your favorite search engine...*

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**Setting up for success**

• Beforehand
  – Ask yourself:
    • What do I want to achieve?
    • What should participants get out of the session?

 What value is the session adding for participants?
 It is NOT about demonstrating the bling of the technology...
Setting up for success

• Beforehand
  – Prepare your session: balance content and interaction
  – Technology—audio/video
  – Preparing the physical space

Setting up for success

• During
  – Encourage a sense of community
  – Your behavior/position
  – Expect silence—embrace the pause

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FAME: Using Zoom for Virtual Education

Start: 4:00pm

Please
• Mute yourself | switch off video until we start
• Familiarize yourself with the Zoom functions below

Engaging learners

• Explain technology
• Establish ground rules
• Prepare slides with clear instructions/breakout
  – Warnings to reconvene
  – Time management
• Avoid straight lecturing (rule of thumb)
  – Break up bursts of content with interactivity every 8-10 min.
  – At a minimum, use chat box periodically

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Engaging learners

• Share your screen to share content

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Engaging learners

• Share your screen to share content

We will now break you into small groups; identify a window/program on your computer to share

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Promoting interaction

Ask yourself:
• Who is interacting with whom and for what purpose?
  – Facilitator with participants or vice versa?
  – Participants with each other?
• Which tool enables this interaction?
Promoting interaction

• Use chat box
  – Pose questions, solicit responses in chat box
  – Take questions from learners (if possible, co-host monitors)

Promoting interaction

• Use annotate function
Promoting interaction

- Use annotate function

I will indicate a state:
Type your response in the chat box
Promoting interaction

- Use annotate function

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Promoting interaction

- Use breakout rooms for small group work
  - Will participant report back main points?
Promoting interaction

- Use whiteboard or Word document to have small groups gather and report findings
Promoting interaction
Seeking formal responses (maintaining anonymity, assessing knowledge)

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Promoting interaction

Questions
Comments
Suggestions