Avoiding Pitfalls & Epic Tech Fails

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**Abstract:**  
In this session, resident tech fail experts, Sandy Avila and Sarah Norris from the UCF Libraries, will discuss how to avoid pitfalls using online technology for teaching and learning. There will be an interactive component to this session with hands-on experience navigating a variety of tech tools for use in the classroom. We will share examples of common technology challenges and cover solutions and strategies to help set you up for technology tool success.
Avoiding Pitfalls & Epic Tech Fails

Sandy Avila, Science Librarian
Sarah A. Norris, Scholarly Communication Librarian

UCF FCTL Summer Faculty Development Conference
May 10, 2021
Today’s Speakers

Sandy Avila
Science Librarian

Sarah Norris
Scholarly Communication Librarian
Agenda

I. Why Us?

II. Our Tech Fail Experiences

III. Hands On Tools Walkthrough using Zoom Breakout Rooms

IV. Breakout Room Reporting

IV. Wrap Up- Top Solutions & Strategies

V. Q&A
When You Think You Know Zoom........
Sandy’s Tech Fails

1. Forgetting to enable a Zoom setting for cloud recording
2. Not setting up proper user restrictions ahead of a large meeting
3. Not enabling audio transcript features ahead of creating a Zoom session
4. Assuming all features in Zoom would work without proper testing prior to session
5. Recommending tools you haven’t user tested prior to using in a session
Basic Info About Zoom
Things to Consider When Using Zoom

- Turn on closed captioning
- Always enable a waiting room and password
- Create internal Zoom polls for anonymous engagement
- Alert your attendees that you will be recording
- Practice all features and tech before your session
Advanced Settings
Additional Advanced Settings in Zoom

- Enable audio sound when sharing videos online
- Create breakout rooms for specialized content
- Download user reports at the end of your session
- Use the Annotate feature during sessions
Cool Things You Can Do in Zoom
Webinar Registration

● Customize registration with logos & by adding questions

● Creating Zoom meeting templates
Creating Asynchronous Videos
Sarah’s Tech Fails...

➔ Forgetting to Record…
➔ Sending out links with restrictions or lack of access
➔ Creating a video that’s just too big!
➔ Creating a video that has low resolution…
➔ File storage wars!
➔ Tool not available anymore :(

And more!
Which Video Tools Do I Use?

➔ Determine what type of video you want to create
  ◆ Traditional lecture capture
  ◆ Screencast
  ◆ Other

➔ Consider your tech skills
  ◆ Beginner vs advanced

➔ Assess how complex or simple your video project is

➔ Determine long-term or short-term use

➔ Explore storage options
  ◆ UCF facilitated versus other storage (e.g. YouTube unlisted video)
  ◆ Storage maximums

➔ Identify which tools are currently being supported through UCF
  ◆ Does the subscription or license have an end date?

➔ Identify which tools are available online
  ◆ Are there costs associated with these?
Beginner Video Tools: Lecture Capture
Beginner Video Tools: Lecture Capture

Tools through UCF:

➔ Zoom
  - Optimized for synchronous teaching (i.e. real time) but can be used to share recordings

➔ Panopto
  - Optimized for asynchronous teaching (i.e. recorded content) and larger class sizes

Compare & Contrast Tools
This is the Way:
Copyright, Fair Use & Baby Yoda

Stay Savvy with Scholarly Communication Session / Summer 2020

01:18 Right.

01:21 Ahead.

01:21 And start presenting here.

01:25 Of course. Today's topic is copyright fair use and baby yo down here and take a look at a lot of different complexities

01:31 With copyright and pop culture through the lens of Disney and Lucasfilm and specifically the show man DeLorean.

01:38 Again, this can be fun light hearted, so please feel free to chime in quickly in the chat box. Could you let me know two things. One,

01:47 Do you know the character baby Yoda and the TV show the band DeLorean and to have you watched it for two fold so
Easy Ways to Share Lecture Capture Through Zoom

**Best Bet:** Record to the Cloud & Share the Link with Your Students in Canvas
Easy Ways to Share Lecture Capture Through Zoom

Don’t Forget:
To Look at Your Settings!

Things to Look For:
➔ Password protection
➔ Allowing downloads & viewing of transcript (especially for accessibility)
➔ Who can view video (i.e. do they need to login to Zoom or can they click link)?
Beginner Video Tools: Screencasting / Screen Capture
Beginner Video Tools: Screencasting / Screen Capture

Free(ish) Online Tools:

➔ Loom
  ◆ Simple recording from your browser or desktop with an embedded video of you recording live
  ◆ Can pay for more advanced features and storage

➔ Screencast-o-matic
  ◆ Offers one-click recording from your browser on Windows, Mac, or Linux with no major software to install & for free
  ◆ Can pay small fee for more advanced tools
teaching. And of course there's a lot of content that we're going to cover.
Time & Space Considerations for Screencasting / Screen Capture

Best Bet: Keep videos 5 minutes or less!

➔ Most free tools have time limit constraints
➔ The longer the video, the greater the concern of large file size and storage issues
➔ Consider the pedagogical need
Intermediate Video Tools: Basic Video Creation
Intermediate Video Tools: Basic Video Creation

Built in Tools:

➔ Windows Movie Maker
➔ iMovie (Mac)

Online & Subscription-Based Tools

➔ Camtasia
➔ Adobe Premiere Rush
Advanced Video Tools
Advanced Video Tools

Licensed Tools:

➔ Adobe Premiere Pro
➔ Final Cut Pro X (Mac)

*Primarily for robust video editing and requires learning curve
Breakout Room Time!

Top Solutions & Strategies
Practice Makes Perfect!
Stay Calm When Things Go Wrong.
Be Ready to Walk Your Users Through the Tech
Get Familiar with Tools You’re Using
You Don’t Have to Be a Tech Expert!
Check Your Settings for Recording & Sharing Before You Get Started
Choose File Storage That’s Easy for You & Your Students
Reach Out to CDL & Others for Assistance
Resources
Resources

Video Creation & Editing

UCF Center for Distributed Learning Resources:
- DIY Video Creation: https://cdl.ucf.edu/teach/resources/diy-video/
- Lecture Capture Best Practices: https://cdl.ucf.edu/support/fmc/lecture-capture/
- Screen Capture & Audio Recording Tools: https://cdl.ucf.edu/support/fmc/multimedia/
- Teaching with Lecture Capture Webcourse: https://cdl.ucf.edu/teach/professional-development/lecture-capture/

Other UCF Resources:
- LinkedIn Learning: https://digitallearning.ucf.edu/linkedin-learning/
- UCF Libraries eBooks / Search catalog by specific tool (e.g. Final Cut Pro X, Adobe Premiere, etc.)

Other Resources:
- TOPR (Teaching Online Pedagogical Repository) Creating Screencasts: https://topr.online.ucf.edu/screencasts/
Thank you! Any questions?
Feel free to contact us:

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