UNIVERSITY OF BALTIMORE
1925

Office of Technology Services

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What is Zoom?

Overview

Zoom is a video and web conferencing application. While it shares some similarities with other applications like Skype for Business, Zoom is tailored specifically for multi-user, collaborative functionality.

OTS Media & Classroom Services is now piloting Zoom for instructional use, allowing—among other things—instructors to hold office hours remotely, and online students to attend and participate in classes alongside in-person students.

All UB students are only eligible for a Basic user account, while all UB faculty, and staff are automatically eligible for a Licensed user account. Both licenses have access to all the features outlined here and on the Zoom webpage, with conference length being the primary difference between license tiers; Basic users can only host meetings lasting 40 minutes or less, while Pro users do not have this limitation. Get started at http://ubalt.zoom.us.

Features and Benefits

Easily meet online from anywhere

- Never miss a class
  - o It's easy to attend Zoom meetings online from wherever you are, on whatever device works best—Skype for Business works on PC, Mac, and all smartphone platforms
- Schedule ahead or meet on the fly
  - o Set up a video conference in advance with Outlook and Google integration, or on the fly with a personalized Meeting ID
- 100% Live Stream
  - o No delay, so your students can respond to your lecture in real time

Efficient and effective for getting things done

- Everyone can participate
  - o HD video puts you—and up to 500 people—all at the same table
- Know who's who
  - o With pictures and videos of all meeting participants, you always know who's speaking
- Built-in collaboration tools
  - o One-click screen sharing
  - o Breakout rooms for small-group collaboration
  - o Host designation allows instructors to control when students can be seen, heard, or share content

Presenter Options

Share desktop – allow your attendees to see your desktop, from applications to web pages

Share specific programs – restrict your screen-sharing to particular applications so that your attendees only see what you want them to see

Whiteboard – draw, annotate, and save your work with this digital whiteboard feature

Breakout Rooms – automatically or manually break your class into small groups that you can pop in and out of to watch their progress.

Record – capture your sessions so they can be watched later