

CCTS

Collaboration and Classroom Technology Services

NEWSLETTER



A touch monitor (left) will be added to these rooms to serve as the primary monitor and allow annotation or the use of the whiteboard tool in Zoom. The secondary standard monitor can be utilized for focusing on Zoom chat, preparing content to share, etc.

New Technology Enabled Classrooms

Contact avhelp@uidaho.edu with general questions about these rooms
For tech support when using the rooms, contact support@uidaho.edu

Fifteen classrooms were upgraded this summer with funding from the Governor's Emergency Education Relief (GEER) fund. These classrooms will especially benefit instructors who plan to continue in a HyFlex style with class meeting and virtual meeting sections scheduled simultaneously. These classrooms would also benefit instructors who have frequent guest speakers joining from a distance. The rooms will be ready for the start of the Fall '21 semester with a few adjustments through October.

Two of the fifteen classrooms ([TLC 029](#) and [TLC 248](#)) are in the process of being upgraded based on feedback from instructors who taught HyFlex courses during the pandemic. Improvements to these rooms include:

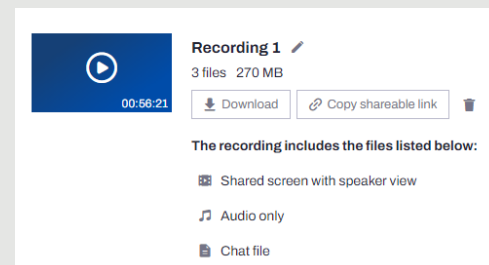
- A camera to auto-track the instructor
- Ceiling microphone that allows for in-room students to be heard at a distance (and for instructor to be heard when circulating the room)
- Two monitors at the lectern: A touch monitor will serve as the primary monitor to allow

annotation or use of whiteboard in Zoom. A secondary standard monitor can be utilized for dragging information from the primary monitor that you need to focus on as an instructor (Zoom chat, preparing other content to share, etc.).

Thirteen of the fifteen classrooms ([AD 227](#), [AD 326](#), [ALB 112](#), [ALB 212](#), [EP 205](#), [EP 209](#), [MCCL 209](#), [MCCL 315](#), [TLC 023](#), [TLC 030](#), [TLC 046](#), [TLC 047](#), and [TLC 148](#)) are receiving partial upgrades that included the ceiling microphones and two monitors at the lectern. These rooms will maintain the HuddleCam HD webcam at the lectern that was added last year.

If you're interested in requesting one of these spaces for teaching in Spring '22, ask your department scheduler to use the attribute "enhanced videoconferencing" in the request.

Zoom Recording Storage Settings



Screenshot of Zoom recording files

Beginning September 30th,

all Zoom recordings older than 270 days (9 months) will be **automatically deleted**. After this date, recordings older than 270 days will continue to be deleted daily. This change is being implemented to preserve Zoom storage space which is limited and shared by all UI users. Please visit Zoom to delete any Zoom recordings that you do not need and save those that you want to preserve to another location. Instructions on how to visit settings and access, download, delete, and save recordings to other locations is available [here](#).

The following sessions will provide support for instructors needing to delete or save Zoom recordings.

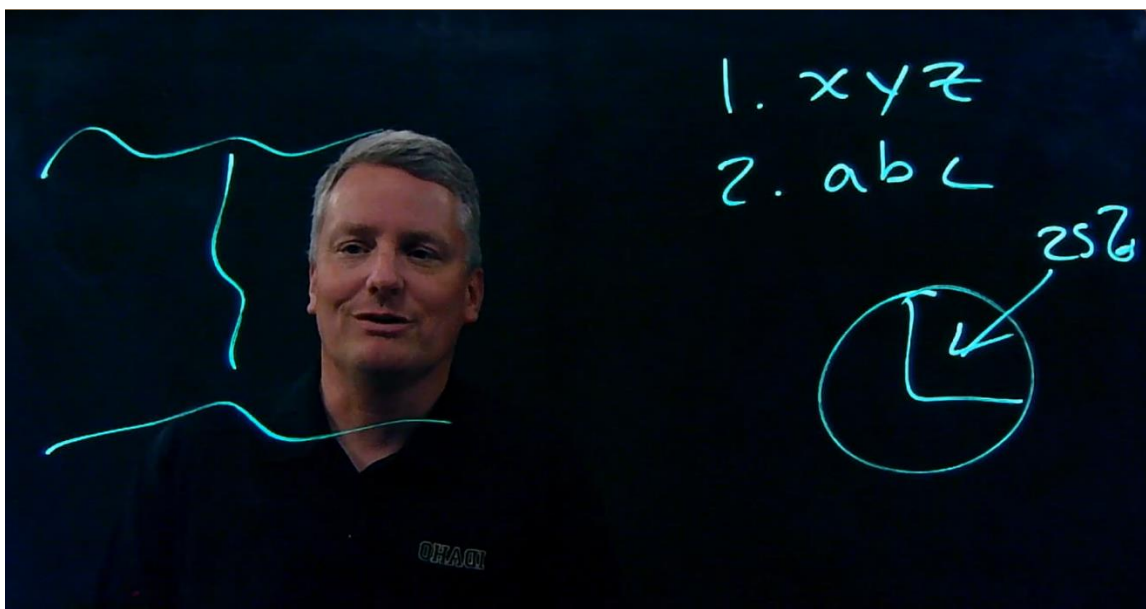
Zoom Recordings Support Sessions (location: Doceo Center/Zoom)

10:30-11:20 Monday,
August 30th - [registration](#)

9:30-10:20 Tuesday,
August 31st - [registration](#)

2:30-3:20 Thursday,
Sept. 2nd - [registration](#)

Instructors who still need to support students who are completing work from Fall '20 courses (incompletes), please contact avhelp@uidaho.edu if you need a temporary extension.



Vice President of Information Technology and Chief Information Officer Dan Ewart demonstrates the use of eGlass

New Video Recording Options for Instruction

Recording Studios and eGlass

Eight recording studios and eleven light boards studios have been installed in several locations. These systems were paid for through the Governor's Emergency Education Relief (GEER) fund and are available for use by faculty, staff, and students.

Light boards

- 50" [eGlass](#) light board with built-in camera (except for 35" in ASUI)
- Adjustable height desk
- Dedicated PC (except for CAA which is BYOD)
- Monitor
- Copy holder

Recording Studios

- Dedicated PC
- Touch monitor
- Software
 - Camtasia
 - Snagit
- Webcam w/ microphone and ring light
- Copy holder

eGlass is a transparent light board with a built-in camera and microphone

that has simplified a complex technology into one easy-to-use system. There are buttons at the bottom of eGlass that allow you to capture screenshots and record a video. The eGlass software enables you to pull slides, documents, and photos onto the screen as well. Use eGlass to pre-record instructional videos or use it live by sharing the screen in Zoom. See eGlass [here](#).

The recording studios provide a place to create high quality videos to support your classes. With a dedicated PC, a touch monitor for being able to annotate or use the whiteboard in Zoom, and a high-quality webcam with a built-in microphone and ring light, you have everything you need in one space. Camtasia and Snagit software are included for screen capture or video editing.

See locations and contacts for these technologies [here](#).

Contact your TSP for support support@uidaho.edu

ThinkBoard

Dry erase film

ALL Registrar-scheduled classrooms now have [ThinkBoard](#) dry erase film below the doc cam as well as a wipe cloth and dry erase marker on the lectern. We hope this makes utilizing the doc cam more convenient. ThinkBoards erase with ease and are a simple solution to encourage instructors to incorporate use of the doc cam.



ThinkBoard dry erase film at every lectern to make use of the doc cam more convenient.

Contact avhelp@uidaho.edu if a ThinkBoard needs replaced or markers and cloths need replenished.

Workshops:

GEER Technologies Introduction (TLC 029/Zoom)
 2:30-3:20 Tuesday, September 14th
[registration](#)

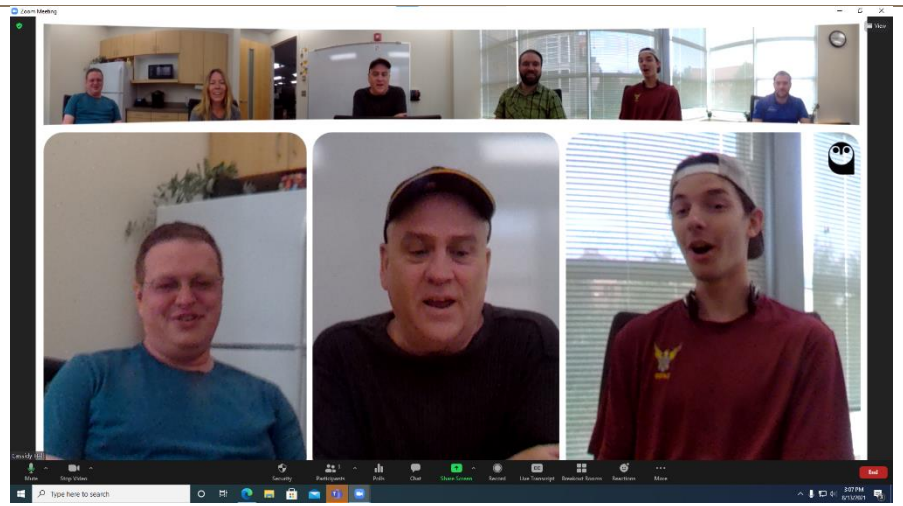
Join CCTS for an introduction to the technologies that were purchased through the Governor's Emergency Education Relief (GEER) fund. We'll introduce you to the 15 classroom upgrades, eGlass, recording studios, and technologies that can be borrowed to use while teaching at a distance.

eGlass Workshop (Library 211/Zoom)
 1:30-2:20 Monday, September 20th
[registration](#)

This session is designed to introduce you to eGlass, the possibilities for creating instructional videos or teaching remotely using this tool, and how to schedule your time with eGlass.



IPEVO V4K Doc Cam and Meeting Owl Pro with portable cases



View of the Meeting Owl interface

Technologies to Borrow

to improve online/virtual teaching outside of the classroom

Meeting Owl Pro – This 360 camera is perfect for small meeting rooms or spaces where you have more than one person presenting. The camera automatically tracks the person speaking and will split the screen to show multiple presenters. The 360 image stays at the top of the screen to provide a visual of the entire room. This technology can be used for virtual meetings by plugging into a laptop or PC via USB.

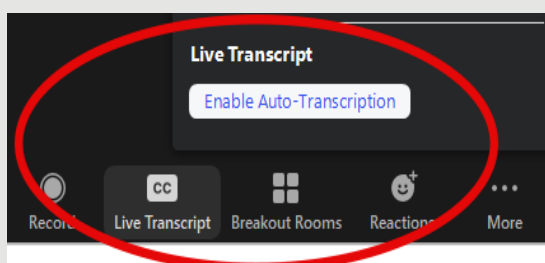
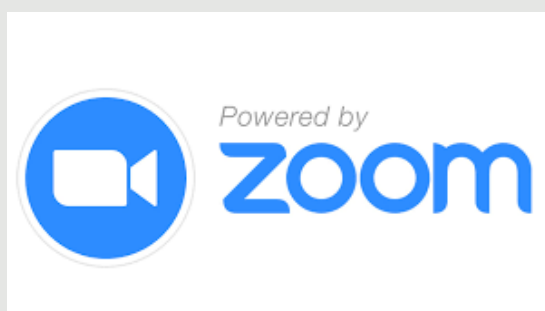
Short term loaner laptops for faculty and staff are available (please note that these are only available through ITS Lending).

Portable Document Camera – The IPEVO V4K Ultra High Definition USB Document Camera can be used for recording lectures or for virtual lectures via Zoom. Just plug into a laptop or PC via USB.

To borrow these technologies, contact:

Curriculum Center (ED 340) – sldavis@uidaho.edu

ITS Lending (TLC 128) – click Request Service [at this link](#)



Enabling auto-transcription in Zoom

New Zoom Features

Changes you might notice in Zoom

We are now requiring all users to update to the latest Zoom client a few weeks prior to the beginning of each semester so that all users will have access to the latest tools. You may have noticed if you were

prompted to update when trying to enter a meeting.

Live transcription has been available, but now it will appear as a button at the bottom of the screen for all users. Participants at a distance can request that the live transcription be turned on. To see what this means as the meeting host, [view this guide](#).

Immersive view is a new option in Zoom where you are able to view participants in a single virtual background. Use the View button in the upper right corner of Zoom to select between speaker view, gallery view, and immersive view. [See this blog post](#) from Zoom to learn more about immersive view.

We have enabled **Group HD video** to 1080p in Zoom to improve video quality for participants. If you need to adjust this setting, log in to Zoom and select the “Settings” tab in the left column. Select “Meeting” at the top of the settings page and “In Meeting (Advanced)” to the left. Toggle down to the Group HD video option to change or turn off.

Participants who are connecting with low bandwidth may need to turn their camera off to improve their meeting experience.

Participants are now able to [self-select breakout rooms](#). This is helpful in putting the responsibility to join the correct group on the students instead of spending time assigning groups in Zoom. This feature is also very helpful when you want to provide options for participants to be able to jump around to different rooms during a Zoom meeting. Consider this feature to facilitate a conference or event where participants can self-select the session they want to attend. Also note that breakout rooms are supposed to be coming to Webinars soon!

Zoom support at avhelp@uidaho.edu

Workshop: Zoom - What’s Changed and What’s Coming (TLC 029/Zoom)

1:30-2:20 Thursday, September 16th
[registration](#)



CCTS Team clockwise from left: Cassidy Hall, Ken Schmidt, Ben Neff, Vincent Greil, Travis Akin, and John Neff

Meet CCTS

A new name and four new team members!

Classroom Technology Services recently became Collaboration and Classroom Technology Services (CCTS) and experienced multiple retirements and new hires. Through the development of relationships throughout UI, analyzing technology needs, and ongoing research and testing of AV equipment, the CCTS team delivers both solutions and training that support academic and administrative professionals in delivering information in offices, conference rooms, classrooms, and specialty spaces.

Our team:

Manager
Cassidy Hall

Classroom IT Analysts
John Neff
Ken Schmidt
Ben Neff
Travis Akin

TH – AV Technology Support
Vincent Greil

Location: TLC 132

Contact: avhelp@uidaho.edu

What to expect from CCTS:

- A newsletter each semester that provides updates on new classroom technologies, Zoom, and workshop announcements
- Ongoing Collaboration with the Instructional Space Committee and the Registrar's Office to assist in decision making processes regarding classroom AV in Registrar-scheduled classrooms and meeting spaces
- Surveys each semester for faculty and students who are using upgraded spaces to gauge satisfaction with classroom AV and make changes as needed
- Requests for input from instructors on possible AV designs and interfaces
- Collection of data on classroom usage to prioritize future upgrades
- Targeted research and development to guide prudent decision-making
- Support to colleges as they consider upgrades to departmentally controlled spaces
- Workshops to support utilization of classroom technologies and other technologies to support teaching and learning
- Collaboration with CETL to determine workshop needs and share information to best support teaching and learning
- Continual communication and collaboration with all other departments in ITS to support the strategic plans of both ITS and UI