



وزارة التعليم العالي والبحث العلمي كلية المنصور الجامعة دائرة تكنولوجيا المعلومات والاتصالات



دورة التدريب الاحترافي للتعليم الالكتروني
أستعداداً للعام الدراسي 2020 – 2021

المحاضرات الالكترونية التزامية بأستخدام برامج
(Google Meet - Zoom)

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مدير دائرة تكنولوجيا المعلومات والاتصالات - كلية المنصور الجامعة



الترحيب وسيرة المدرب



الدكتور محمود شكر محمود
دكتوراه في هندسة الحاسبات
اختصاصي شبكات الحاسوب
مدير مركز تكنولوجيا المعلومات والاتصالات في كلية المنصور الجامعة
مدير اكااديمية سيسكو الاقليمية للشبكات (ASC/ITC)
عضو فريق وزارة التعليم العالي والبحث العلمي للتعلم الالكتروني
البريد الالكتروني: Mahmoud.shukur@muc.edu.iq

يرجى الإجابة بجملة واحدة في صندوق الدردشة

أيهما أفضل وأسهل في رايك لا يصلح المادة العلمية للطلبة؟

✓ المحاضرات الحضورية في القاعات الدراسية (وجه لوجه)

✓ المحاضرات المسجلة الكترونياً (افتراضياً)



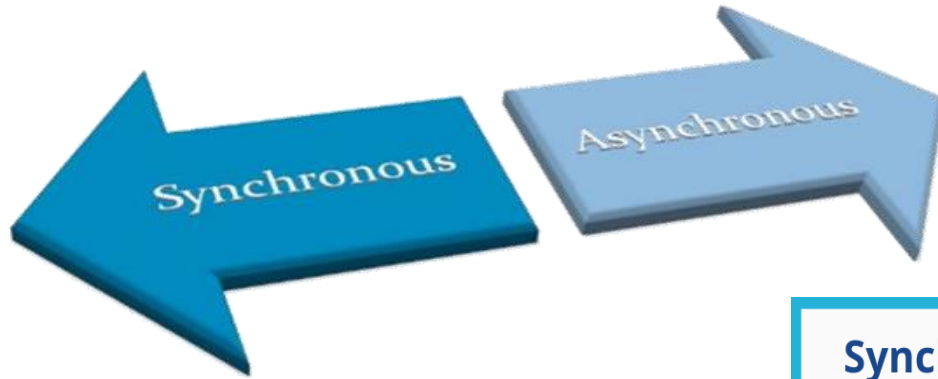
لماذا؟؟؟!

ستبدء محاضرتنا بعد قليل خلال هذا
الوقت أتطلع لسماع رايكم بالسؤال
التالي

8:30

سؤال →

Types of E-learning



✓ التعليم غير المتزامن
✓ التعليم المتزامن



Synchronous



Students learn at the same time.

Communication happens in real time.

Possibly more engaging and effective.

Allows for instant feedback and clarification.



Examples

Video conferencing, live chat, live streamed videos.

Asynchronous



Students learn at different times.

Communication is not live.

Possibly more convenient and flexible.

Allows students to work at their own pace.



Examples

Email, screencasts, Flipgrid videos, blog posts/comments.

الأعتماد على التعليم المتزامن بدء ينمو بشكل كبير في
المؤسسات التعليمية لتحقيق هدف رئيسي التفاعل والتعاون بين
الطالب والأستاذ بشكل مباشر

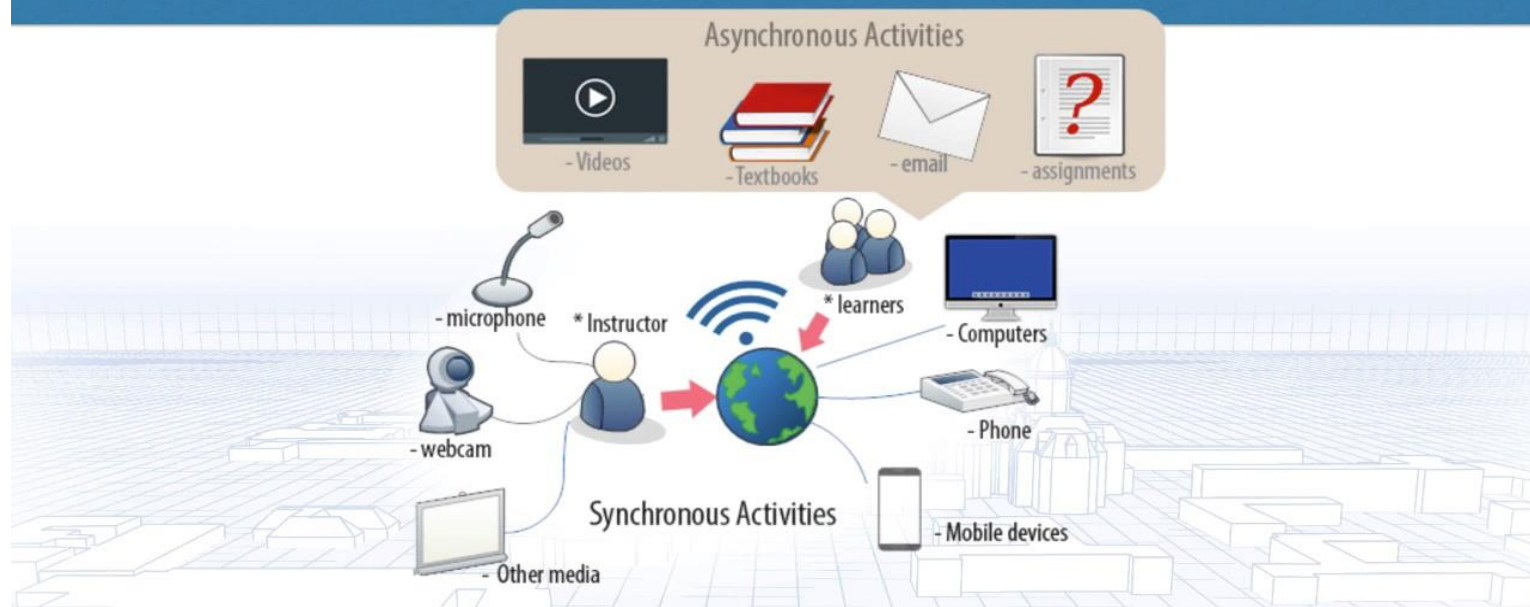


أطلقت عدة تسميات على التعليم المتزامن منها:

- virtual classroom
- Webcasting
- video-conferencing
- live e-Learning
- Webinars

تبرز الحاجة اليوم لما يعرف بالتعلم الهجين ضمن التعلم الالكتروني (Hybrid Learning) الذي يجمع بين التعليم المتزامن وغير المتزامن

A Combination of Synchronous & Asynchronous Learning



Video Conferencing Platforms

zoomrooms



Cisco webex



BigBlueButton



Google Meet

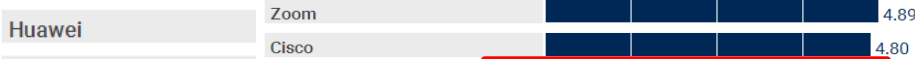


How to Choose the Best Platform?

Product or Service Scores for Learning and Training



Product or Service Scores for Webinars



Product or Service Scores for Work From Home



As of 1 September 2020

As of 1 September 2020

© Gartner, Inc

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As of 1 September 2020

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Source: Gartner
(September 2020)

Tips and Tricks for Virtual Lessons #1

Choose Location

- Find a quiet location from which to join your session, and make sure you have access to a fast LAN connection or excellent Wi-Fi signal

Login Name

- Log in to every session using your full first and last name.

Joining Session

- Join a session a few minutes early to test your audio and video connections. You should also make sure you have the latest Zoom app downloaded (Zoom.us menu > Check for updates)

Headset

- Use a headset (or earbuds) instead of speakers and a microphone. The connection may sound fine to you, but speakers and a microphone generate too much static for others.

Mute Audio

- Mute your audio unless you are speaking (or in line to speak) so as to prevent unintentional background noise from disrupting the conversation.

Video Camera

- When video is enabled, speak to the camera (and not to the screen).

Tips and Tricks for Virtual Lessons #2

Introduce Platform

- For your first class, set aside some time to introduce your students to Zoom.

Give an agenda or plan for each class

- This gives students a clear idea of how the class will progress, what will be covered, and the activities they'll engage in.

Online Etiquette

- Discuss online etiquette and expectations of the students in your first virtual class.

Use the Whiteboard or Annotate

- Utilize the Whiteboard or Annotate a shared document and let your students engage as well.

Promote Questions

- Take time to promote questions, comments, and reactions from your class. Give a minute to allow your students to utilize reactions, write their questions in chat, or be unmuted to ask their questions live.

Breakout Room

- Divide into smaller groups for a discussion on a certain topic. You can use Zoom's Breakout Room feature to either pre-assign or auto-assign students into groups for a short period of time so they may discuss things together.

Google Hangout Meet



Google Meet access requirements

- A G Suite administrator needs to turn on Meet for your organization
- To create a video meeting, you need to be signed in to a G Suite account.
- To join a video meeting, you need the Meet mobile app or a supported web browser. You do not need a G Suite account.
- Anyone inside or outside of your organization can join by selecting the link or entering the meeting ID. Uninvited guests outside of your organization must be approved by a meeting participant in your organization, including users who aren't signed in to a G Suite account.

Poll #1

After COVID-19 Google Meet enabled in Gsuite for education the maximum number of participants allowed in one session:

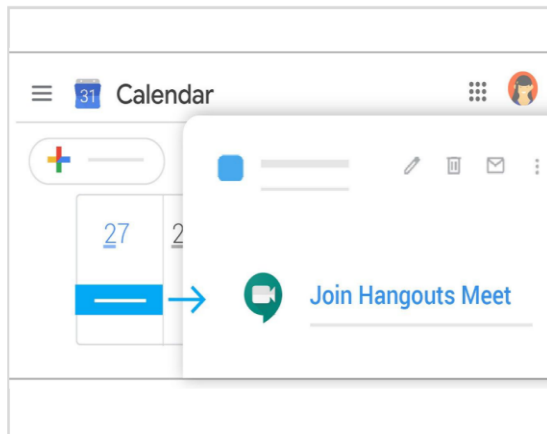
- A. 100
- B. 150
- C. 250
- D. 500

Join a Video Meeting

2. Ask participants to join your video meeting.

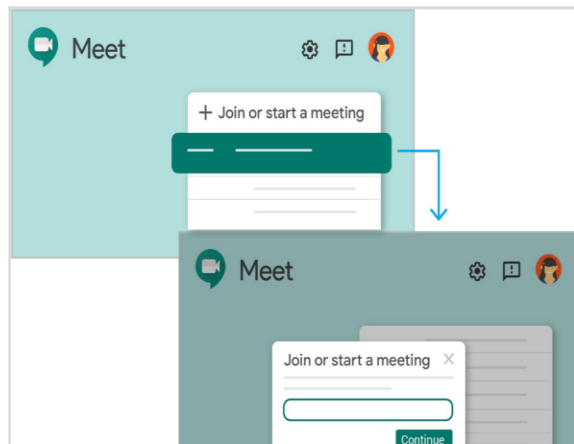
From Calendar:

Click the event, then click **Join Hangouts Meet**.



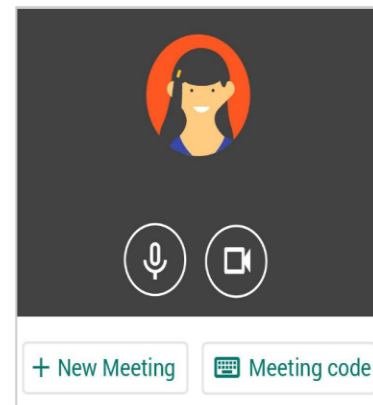
From Meet:

Join a scheduled meeting or use a meeting code.

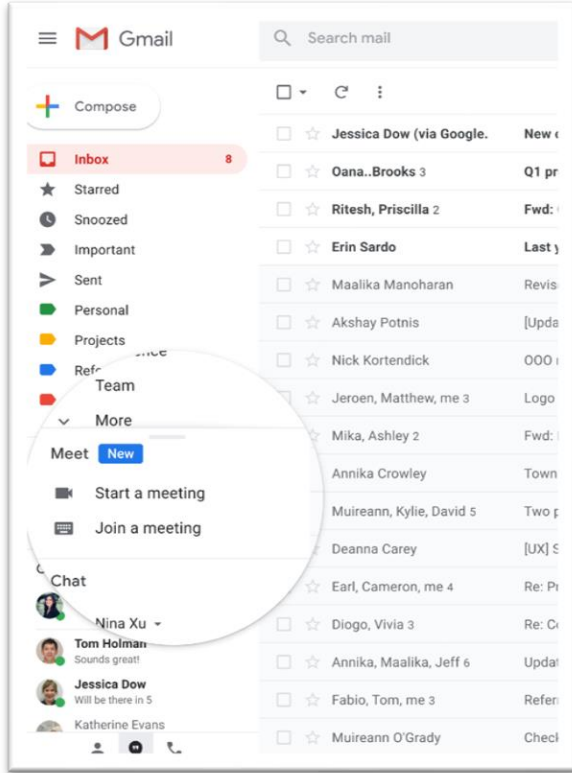


From mobile devices:

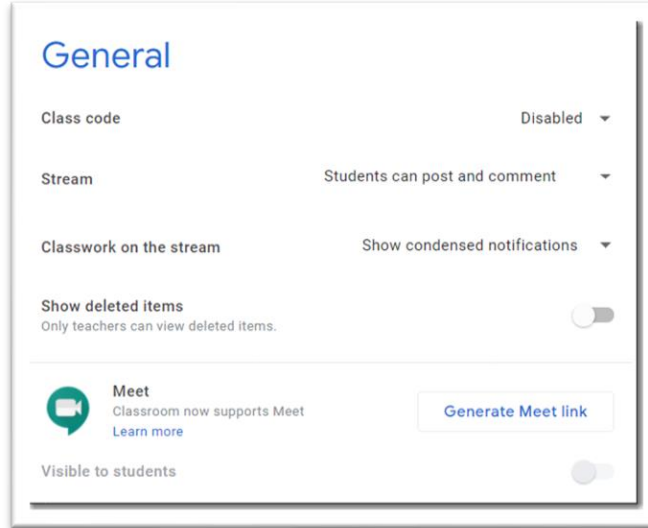
Open the Meet app on [Android](#) or [Apple® iOS®](#) devices.



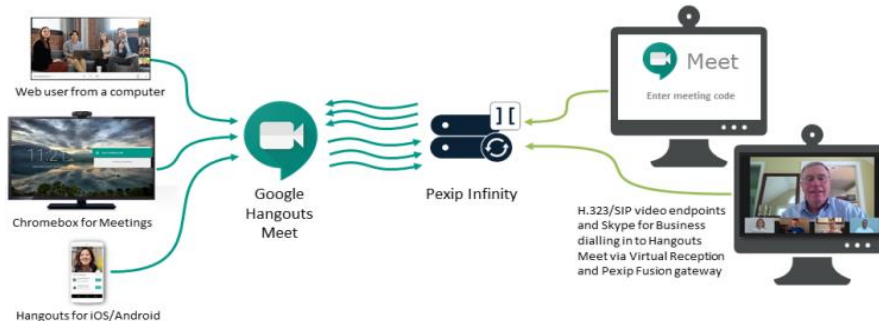
Integrating Google Meet Within Different Environments



Integrating Meet With Gmail



Integrating Meet With Google Classroom



Integrating Meet With 3rd Party system Pexip infinity

Poll #2

Google Meet Link can be activated in both official and personal google classrooms

- A. True
- B. False
- C. I do not know

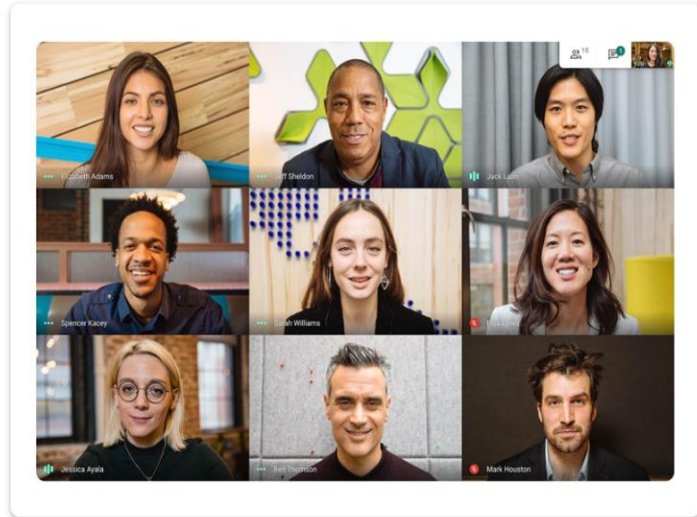
Premium video meetings. Now free for everyone.

- 🔗 Get a meeting link to share is built for secure meetings. You can make it free and
- + Start an instant meeting
- 📅 Schedule in Google Calendar

 New meeting

 Enter a code or link

[Learn more](#) about Google Meet



Schedule Google Meeting using Google Calendar

Using Google Calendar

The screenshot shows the Google Calendar event creation interface for an event titled "Computer Networks". The event is scheduled for Dec 6, 2020, from 9:00pm to 11:00pm. The event is set to "Does not repeat". The "Event Details" section shows the event is a "Google Meet" meeting. The "Join with Google Meet" button is highlighted, and the meeting link is "meet.google.com/epz-nukz-ird". The "Make it a Zoom Meeting" button is also visible. The "Guests" section is empty, and the "Guest permissions" section shows that "Invite others" and "See guest list" are checked, while "Modify event" is unchecked. The event is set to "Busy" with "Default visibility".

× Computer Networks Save

Dec 6, 2020 9:00pm to 11:00pm Dec 6, 2020 Time zone

All day Does not repeat ▾

Event Details Find a Time

Google Meet ×

Join with Google Meet ▾

meet.google.com/epz-nukz-ird ?

Make it a Zoom Meeting

Add location

Notification ▾ 10 minutes ▾ ×

Add notification

Mahmoud Shuker ▾ ● ▾

Busy ▾ Default visibility ▾ ?

Guests

Add guests

Guest permissions

Modify event

Invite others

See guest list



5:48 PM



You



Meeting safety

Use these host settings to keep control of your meeting

Quick access

When turned off, everyone who isn't invited must ask to join, including people in your organization.



LET EVERYONE

Share their screen



Send chat messages



View all host settings

Report abuse



Cast this meeting

Whiteboard
Open a Jam

Record meeting

Change layout

Full screen

Turn on background blur

Turn on captions

Use a phone for audio

Report a problem

Report abuse

Troubleshooting & help

Settings

Meeting details ^



Turn on captions

Present now



Google Meet Chrome Extensions

chrome web store <https://chrome.google.com/webstore/category/extensions> mahmoud.shukur@muc.edu.iq

Google Meet

[Home](#) | [Reset filters](#)

Extensions [Clear](#)

Themes

Categories

All

Features

Runs Offline

By Google

Free

Available for Android


Works with Google Drive

Ratings

★★★★★

★★★★★ & up

★★★★★ & up




Google Meet Plus

Offered by: John Zhang

Realtime status, whiteboard, trivia, emojis, inspirational quotes, timer, mute

Productivity

[Add to Chrome](#)




Google Meet Push To Talk

Offered by: [hellomoonrise.com](#)

Hold <space> in Google Meet to talk instead of fumbling around trying t

★★★★★ 6 Accessibility

[Add to Chrome](#)



Google Meet Grid View

Offered by: Chris Gamble

Adds a toggle to use a grid layout in Google Meets

★★★★★ 8 Accessibility

[Rate it](#)

Google Meet Attendance Extension

chrome web store mahmoud.shukur@muc.edu.iq

Search Extensions

[Home](#) | [Reset filters](#)

Extensions [Clear](#)

Themes

Categories

All

Features

- Runs Offline
- By Google
- Free
- Available for Android
- Works with Google Drive

Ratings

- ★★★★★
- ★★★★★ & up
- ★★★★★ & up
- ★★★★★ & up

Meet Attendance ADDED

Offered by: [claycodes.org](#)

Collect attendance in a Google Sheet from a Google Meet.

★★★★★ 15 Productivity [Rate it](#)

Google Meet Attendance ADDED

Offered by: [allan.caughey](#)

A simple(r) way to record who attended a Google Meet session

Productivity [Rate it](#)

Google Meet Attendance Collector ADDED

Offered by: [Surya Chandra Pavan](#)

Simple Chrome Extension to obtain attendance of meeting members and will do

Productivity [Rate it](#)

Poll #3

What extensions have you used within your browser to support e-Learning?

A- Meet Attendance

B- Meet Grid View

C- Loom for Video recording

D- None yet

zoom



What is
ZOOM ?

Zoom is the video conferencing tool you will use in conjunction with your class to meet online with your students for the purpose of synchronous e-Learning



**I will teach you in a room.
I will teach you now on Zoom.
I will teach you in your house.
I will teach you with a mouse.
I will teach you here and there.
I will teach you because I care.
So just do your very best.
And do not worry about the rest.**

Zoom Pricing Plans

Zoom Meeting Plans for Your Business

[Zoom for Education](#)[Zoom for Telehealth](#)[Zoom for Developers](#)

Basic

Personal Meeting

Free

Sign Up, It's Free

Host up to 100 participants ⓘ

Unlimited 1 to 1 meetings

40 mins limit on group meetings ⓘ

Unlimited number of meetings

Ticket Support

+ Video Conferencing Features

+ Web Conferencing Features

+ Group Collaboration Features

+ Security

SAVE \$60

Pro

Great for Small Teams

\$14.99

 /mo/host ⓘ

Purchase up to 9 hosts per account

Buy Now

All Basic features +

Includes 100 participants
[Need more participants?](#) ⓘ

Meeting duration limit is 24 hrs

User management ⓘ

Admin feature controls ⓘ

Reporting ⓘ

Custom Personal Meeting ID

Assign scheduler ⓘ

1GB of MP4 or M4A cloud recording ⓘ

[REST API](#) ⓘ

Business

Small & Med Businesses

\$19.99

 /mo/host ⓘ

Starting at 10 hosts for \$199.9/mo

Buy Now

All Pro features +

Includes 300 participants
[Need more participants?](#) ⓘ

Dedicated phone support

Admin dashboard ⓘ

Vanity URL ⓘ

Option for on-premise deployment ⓘ

Managed domains ⓘ

Single sign-on ⓘ

Company branding ⓘ

Enterprise

Large Enterprise-Ready

\$19.99

 /mo/host ⓘ

Starting at 100 hosts for \$1,999/mo

Contact Sales

All Business features +

Enterprise includes 500 participants
Enterprise Plus includes 1,000 participants
Unlimited Cloud Storage

Dedicated Customer Success Manager

Executive Business Reviews ⓘ

Bundle discounts on Webinars and Zoom Rooms



ZOOM Video Conferencing Pricing Plan

Zoom Pro Plan	Monthly Subscription	Yearly Subscription
1- Host	14.99 \$	149.9 \$
(100 - user)		

Zoom Bussiness Plan	Monthly Subscription	Yearly Subscription
10 - Host	199.9 \$	1999 \$
(300 - user)		

Zoom for Education Plan	Monthly Subscription	Yearly Subscription
20 - Host	-	1800 \$
(300 - user)		

Webinar		
Max. users	Monthly Subs.	Yearly Subs.
500	140	1400
1000	340	3400
3000	990	9900

OR

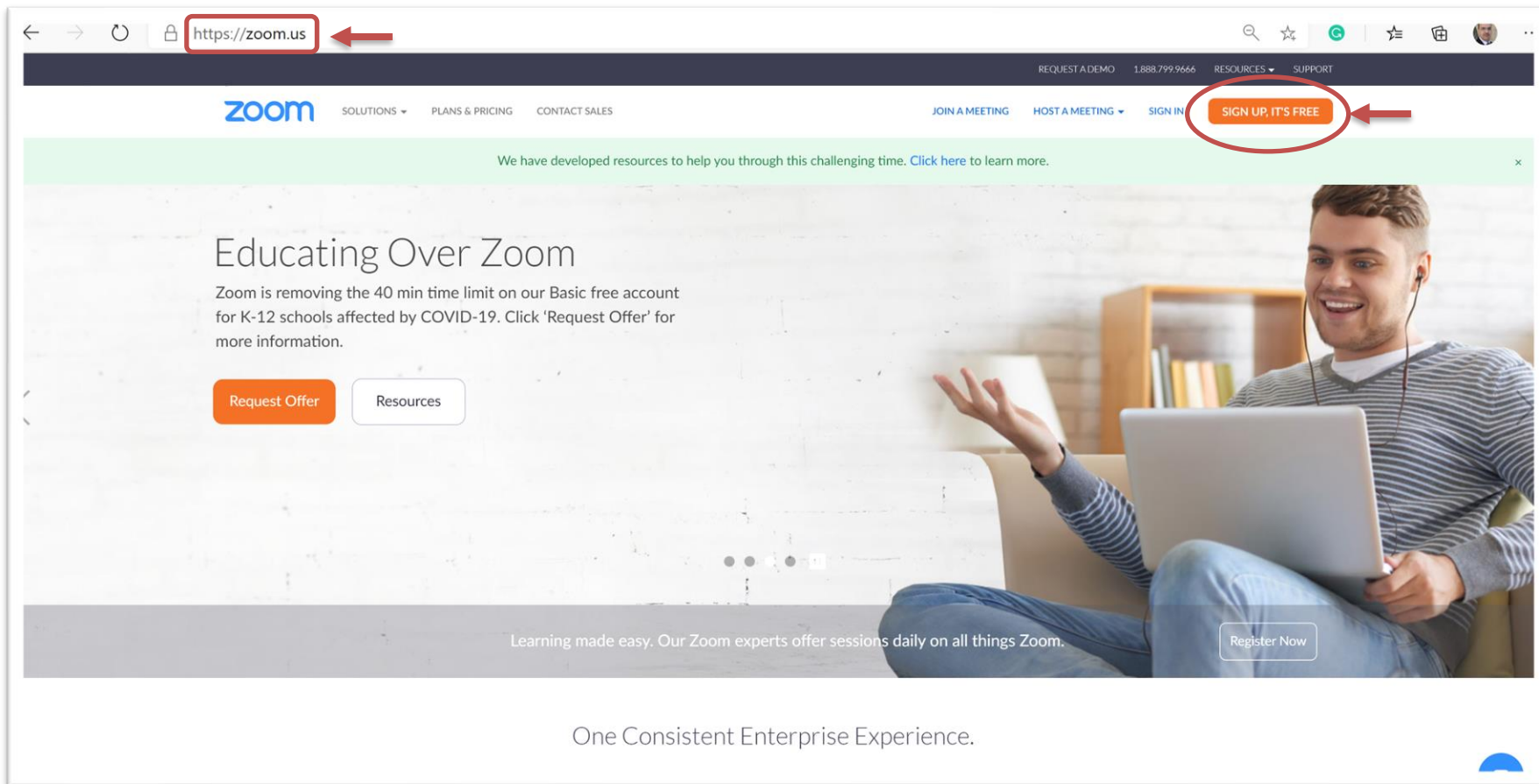
Large Meeting		
Max. users	Monthly Subs.	Yearly Subs.
500	50	600
1000	90	1080

* Unlimited Time

* Multiple hosts permits multiple sessions to be held synchronously



Getting Starting with Zoom



The image shows a screenshot of the Zoom website homepage. The browser's address bar at the top left contains the URL `https://zoom.us`, which is highlighted with a red box and a red arrow pointing to it. In the top right navigation bar, the "SIGN UP, IT'S FREE" button is circled in red with a red arrow pointing to it. The main content area features a large banner with the heading "Educating Over Zoom" and a sub-headline: "Zoom is removing the 40 min time limit on our Basic free account for K-12 schools affected by COVID-19. Click 'Request Offer' for more information." Below this text are two buttons: "Request Offer" (orange) and "Resources" (white with a grey border). To the right of the text is a photograph of a young man sitting on a couch, smiling and gesturing while using a laptop. At the bottom of the banner, there is a "Register Now" button. The footer of the page contains the text "One Consistent Enterprise Experience." and a small blue Zoom logo icon in the bottom right corner.

← → ↻ 🔒 `https://zoom.us` 🔍 ☆ 🌐 ⚙️ 👤 ⋮

REQUEST A DEMO 1.888.799.9666 RESOURCES ▾ SUPPORT

zoom SOLUTIONS ▾ PLANS & PRICING CONTACT SALES JOIN A MEETING HOST A MEETING ▾ SIGN IN **SIGN UP, IT'S FREE**

We have developed resources to help you through this challenging time. [Click here](#) to learn more. ✕

Educating Over Zoom

Zoom is removing the 40 min time limit on our Basic free account for K-12 schools affected by COVID-19. Click 'Request Offer' for more information.

[Request Offer](#) [Resources](#)

Learning made easy. Our Zoom experts offer sessions daily on all things Zoom. [Register Now](#)

One Consistent Enterprise Experience.

Getting Starting with Zoom (Cont..)

The image shows a screenshot of the Zoom sign-up page. The browser address bar shows 'https://zoom.us/signup'. The page header includes the Zoom logo, navigation links for 'SOLUTIONS', 'PLANS & PRICING', and 'CONTACT SALES', and buttons for 'JOIN A MEETING', 'HOST A MEETING', 'SIGN IN', and 'SIGN UP, IT'S FREE'. The main content area is titled 'Sign Up Free' and contains a form with the following elements:

- A text input field labeled 'Your work email address' with a blue arrow pointing to it.
- A blue 'Sign Up' button with a green arrow pointing to it.
- A link 'Already have an account? Sign in.' with a blue arrow pointing to it.
- A separator line with the word 'or' in the center.
- Three social sign-in buttons: 'Sign in with SSO', 'Sign in with Google', and 'Sign in with Facebook'. A red arrow points to the 'Sign in with Google' button.

Annotations include:

- The word 'This' in large teal font to the left of the 'Sign Up' button.
- The word 'OR' in large teal font to the left of the social sign-in buttons.
- A blue cloud-shaped callout on the right containing the text: 'You will Receive an Email to activate your account'. A blue arrow points from the 'Sign Up' button to this cloud.

At the bottom of the page, there is a line of text: 'By signing up, I agree to the Privacy Policy and Terms of Service.'

Schedule Zoom Meeting

Using Zoom Client

SCHEDULE MEETING

Topic
Mahmoud Shuker's Zoom Meeting

Start: Tue June 16, 2020 04:00 AM

Duration: 0 hour 30 minutes

Recurring meeting Time Zone: Baghdad

Meeting ID
 Generate Automatically Personal Meeting ID 868 932 0360

Password
 Require meeting password 098535

Video
Host: On Off Participants: On Off

Audio
 Telephone Computer Audio Telephone and Computer Audio
Dial in from United States [Edit](#)

Calendar
 Outlook Google Calendar Other Calendars

Advanced Options

- Enable Waiting Room
- Enable join before host
- Mute participants upon entry
- Only authenticated users can join: Sign in to Zoom
- Automatically record meeting on the local computer

[Schedule](#) [Cancel](#)

Using Zoom Website

zoom SOLUTIONS PLANS & PRICING CONTACT SALES

PERSONAL

Profile

Meetings

Webinars

Recordings

Settings

ADMIN

- > User Management
- > Room Management
- > Account Management
- > Advanced

[Attend Live Training](#)

[Video Tutorials](#)

[Knowledge Base](#)

My Meetings > Schedule a Meeting

Schedule a Meeting

Topic My Meeting

Description (Optional)
Enter your meeting description

When 06/16/2020 4:00 AM

Duration 1 hr 0 min

Your Zoom Basic plan has a 40-minute time limit on meetings with 3 or more participants. Upgrade now to enjoy unlimited group meetings. Contact [Mahmoud Shuker](#)

Do not show this message again

Time Zone (GMT+3:00) Baghdad

Recurring meeting

Meeting ID Generate Automatically Personal Meeting ID 868 932 0360

Meeting Password Require meeting password 329135

Schedule Zoom Meeting (Cont..)

Using Google Calendar

calendar.google.com/calendar/r/eventedit?tab=mc&pli=1

× Computer Networking Save

Jun 16, 2020 10:00am to 11:00am Jun 16, 2020 Time zone

All day Does not repeat ▾

Event Details Find a Time

Zoom Meeting ▾ ×

Join Zoom Meeting
ID: 94223847177
Password: R6wy9wx0VW

(US) +1 346-248-7799

Password: R6wy9wx0VW

Joining instructions

Add location

Notification ▾ 10 minutes ▾ ×

Add notification

Mahmoud Shuker ▾ ● ▾

Busy ▾ Default visibility ▾ ?

Guests

Add guests

Guest permissions

- Modify event
- Invite others
- See guest list

Start Zoom Meeting

The screenshot shows a Zoom meeting window with the following elements:

- Meeting Information:** A green box on the right side of the meeting details, connected by a bracket to the Meeting Topic, Host, Invite Link, and Participant ID.
- Meeting Details:**
 - Meeting Topic:** Mahmoud Shuker's Personal Meeting Room
 - Host:** Mahmoud Shuker
 - Invite Link:** <https://zoom.us/j/8689320360> (with a Copy Link button)
 - Participant ID:** 459566
- Join Audio:** A red icon with headphones and an arrow pointing up, labeled "Join Audio". Below it, the text "Computer Audio Connected" is visible.
- Share Screen:** A red icon with a screen and an arrow pointing up, labeled "Share Screen".
- Invite Others:** A blue icon with a person and a plus sign, labeled "Invite Others".
- Bottom Toolbar:** A row of icons for "Unmute", "Start Video", "Security", "Participants", "Chat", "Share Screen", "Record", "More", and "End".

Green callout boxes with arrows point to the following features in the bottom toolbar:

- Unmute to Talk:** Points to the Unmute icon.
- Start Video:** Points to the Start Video icon.
- Chat Window:** Points to the Chat icon.
- Share Your Screen:** Points to the Share Screen icon.
- Record Meeting:** Points to the Record icon.
- Start Live Streaming:** Points to the More icon.
- Close Meeting:** Points to the End icon.

Screen Sharing

The image shows a Zoom Meeting window with the screen sharing menu open. The menu is titled "Select a window or an application" and has three tabs: "Basic", "Advanced", and "Files". The "Basic" tab is selected, showing a grid of sharing options: "Screen", "Whiteboard", "iPhone/iPad", "Module-3.pptx - PowerPoint", "My Meetings - Zoom - Google C...", "Unit 2 - Unite 3 Transition Meetin...", "ورش كلية المنصور الجامعة الالکترو...", "Interactive video platform .pptx - ...", "Module-2 reviewed.pptx - Power...", "My Settings - Zoom and 4 more...", and "Show all windows...". At the bottom of the menu are checkboxes for "Share computer sound" and "Optimize Screen Sharing for Video Clip", and a "Share" button.

Callouts and annotations:

- A green box labeled "Share a White Board" has an arrow pointing to the "Whiteboard" option.
- A green box labeled "Share Your Entire Screen" has an arrow pointing to the "Screen" option.
- A green box labeled "Share Specific Screen" has an arrow pointing to the "Interactive video platform .pptx - ..." option.
- A green box labeled "Begin Sharing" has an arrow pointing to the "Share" button.

Zoom Meeting interface elements:

- Top left: Zoom Meeting title bar with mute and video icons.
- Top center: "Talking:" status bar.
- Bottom: Zoom Meeting toolbar with icons for Unmute, Start Video, Security, Participants (1), Chat, Share Screen (green), Record, More, and End (red).

Zoom Live Streaming

Zoom Meeting

Talking:

Meeting Topic: Mahmoud Shuker's Personal Meeting Room

Host: Mahmoud Shuker

Invite Link: <https://zoom.us/j/8689320360>
[Copy Link](#)

Participant ID: 406568

Join Audio
Computer Audio Connected

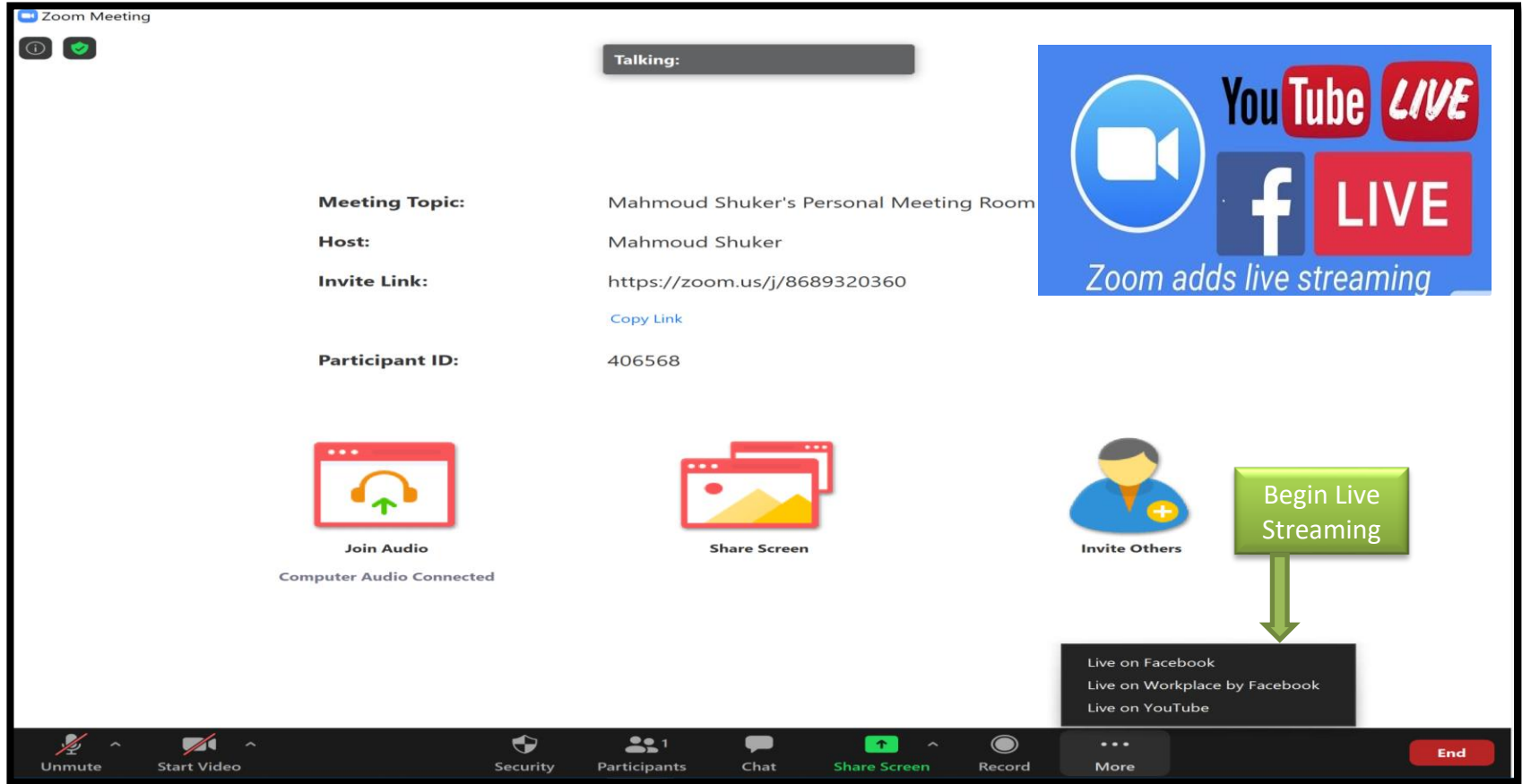
Share Screen

Invite Others

Begin Live Streaming

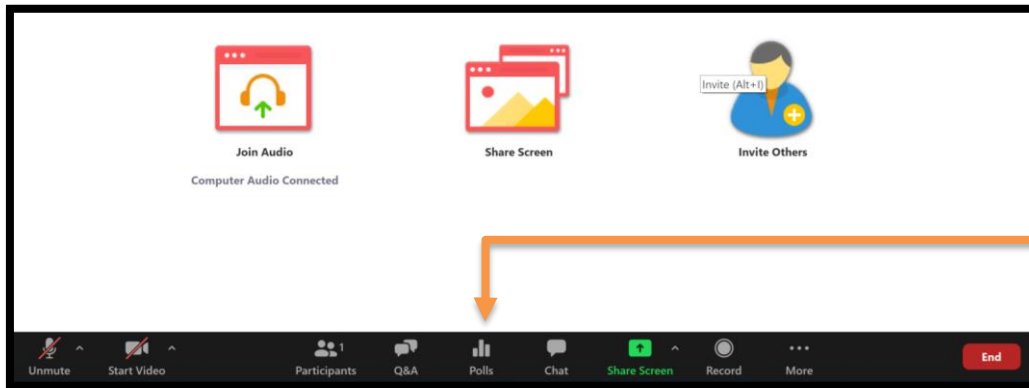
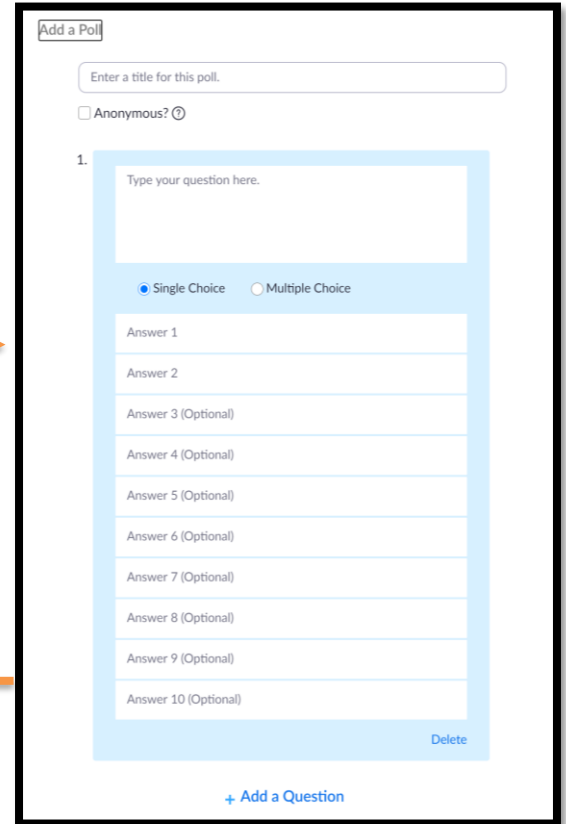
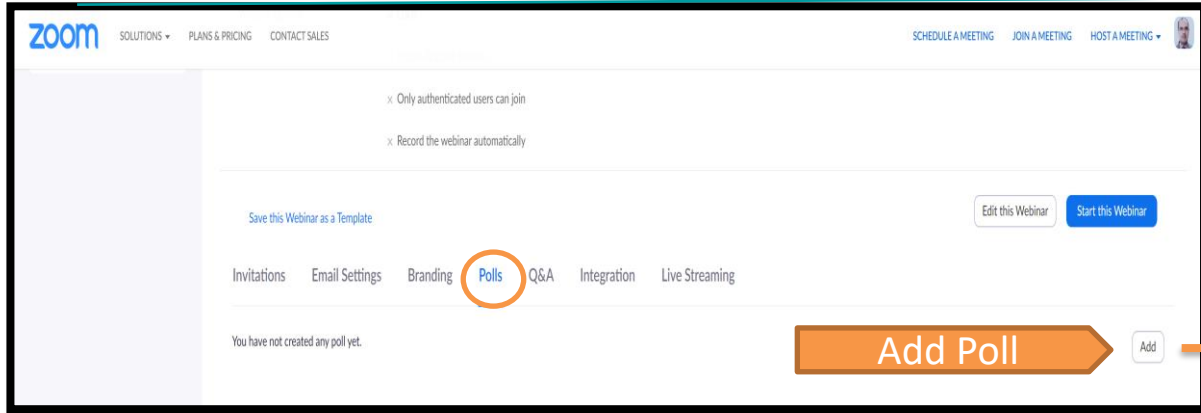
- Live on Facebook
- Live on Workplace by Facebook
- Live on YouTube

Unmute Start Video Security Participants Chat Share Screen Record More End



The image shows a Zoom meeting interface with a 'Zoom Live Streaming' banner in the top right corner. The banner features the YouTube and Facebook logos with 'LIVE' text and the text 'Zoom adds live streaming'. Below the banner, a green box labeled 'Begin Live Streaming' has a downward arrow pointing to a dark grey box containing three options: 'Live on Facebook', 'Live on Workplace by Facebook', and 'Live on YouTube'. The main meeting area displays the meeting topic, host, invite link, and participant ID. At the bottom, there is a toolbar with icons for Unmute, Start Video, Security, Participants, Chat, Share Screen, Record, More, and End.

Add Poll to Zoom



Poll #4

After this Lecture do you think you will use synchronous e-learning platform for teaching and interaction with your students?

A- I'm already use it 😎

B- I will use in the new academic year 📖

C- I'm not sure to use it 🤔

D- I can't use it 😞

شكر الحسن واستمرا علم

Email: mahmoud.shukur@muc.edu.iq