

Virtual Meeting Resources

UA Provided Resources

To prevent Zoom and internet service providers' infrastructure overload, please follow these [guidelines](#):

- Connect using the “[Join without Video](#)” option.
- Connect audio using the “[Call using Internet Audio](#),” rather than the “Dial in” option.
- If Zoom is unavailable use [Two Rivers audio conferencing](#) (charges apply) Connect using this number first [\(866\) 832-7806](#). If it fails try the backup number at [\(330\) 595-1371](#).
- If screen sharing is necessary:
 - Call in using computer/internet audio, rather than dialing in a phone number.
 - Share an application window, rather than your entire desktop view.
 - Stop/mute video when not presenting. This reduces overall bandwidth consumption.
- When using conferencing applications, make sure to close any other applications that are not in use.
- Ensure any other nearby devices that might be using network resources are disabled or turned off.
- Download your web conferencing app on your phone and join audio-only. If this is not an option, use the phone number dial-in option as a last resort.
Here are examples of joining Zoom [via desktop](#) and [mobile app](#).

https://news.uaf.edu/best-practices-for-remote-meetings/?utm_source=mailpoet&utm_medium=email&utm_campaign=cornerstone-april-2-2020_1768

Information on forwarding phones is toward the bottom of this page, under Communication Tools: <https://alaska.edu/virtual-campus/>

UA provided [Zoom](#) cheat sheet.

[How to avoid Zoom-bombing](#)

EAB Resources

- **EAB's Coronavirus Resource Center:** EAB is tracking the state of affairs closely and compiling relevant resources and research for higher education – including [remote learning environment best practices for student success](#) and [sample peer policies and guidance](#) – in

an [online resource center](#) to help support your response. Anyone with your institution email address is able to access this Resource Center by logging into [EAB.com](#) so we encourage sharing it widely. We continue to add examples/articles/materials as they become available. Instructions on how to create an EAB.com login are [attached here](#).

- **Video Software:** Video software has become imperative in a digital/virtual/remote world. Most situations have or are exploring various types. Below is a mixture of paid and free providers we have seen most prevalent:
 - Google Hangout/Meet, Zoom, Go-To-Meeting, Skype, Microsoft Teams
 - We have attached three user guides for [Zoom](#), [Googlehangout](#), and [Skype](#) that we pulled together. Hopefully these provide some tips and tricks to get the most from them.
 - Where possible, leverage "Waiting room" type capabilities that allow you to use your personal link but not be interrupted by the next participant.
- **Scanning Software Apps:** Paperwork and forms are present across campus but can be a challenge when students or staff are remote. Below are several example scanning apps and tools that can be downloaded to phones and used to have communicate.
 - Adobe Scan, Abbyy FineScanner, Genius Scan, Scanbot, CamScanner
- **Virtual Meeting Best Practices:** As individuals move from mostly in-person to virtual experiences it is important to share lessons/practices on managing virtual meetings. [Attached here](#) is a document we compiled for our teams that we think can be helpful for you too.

<https://support.gradesfirst.com/hc/en-us/articles/360044649054-COVID-19-coronavirus-General-Resources>

NACADA Resources

[Academic Advising Resources in Response to COVID-19](#)