

Wooster Weekly Submission Form

Please submit news and updates to share with College of Wooster faculty and staff through this form.

1. What information would you like us to share with faculty and staff? Please only share information of broad relevance. Make sure to include any necessary dates, URLs, etc, in your description.

#ICYMI (heading 1)

Technology@Wooster is back with another #ICYMI. You can find more information in our post available on our Technology website (<https://technology.wooster.edu/icymi-january-29-2021/>)

Microsoft Teams Breakout Rooms Practice Sessions (heading 2)

Faculty, if you would like a quick demo and to experience the new Teams breakout rooms, join us in the Academic Professional Development Team. The sessions will be held on Friday, January 29th at 8:30 PM and on Tuesday, February 2nd at 9:00 AM.

Any organizer of a meeting can create breakout rooms. For more information see our posts on Breakout Rooms (See our post on [https://technology.wooster.edu/teams-meeting-breakout-rooms/Educational Technology](https://technology.wooster.edu/teams-meeting-breakout-rooms/Educational%20Technology))

See our post to download the calendar events (<https://technology.wooster.edu/icymi-january-29-2021/>).

Getting Ready for Spring 2021 (heading 2)

Educational Technology sent out an email to all Faculty last week about tips for Spring 2021. Here is a recap of some of the tips. Check out the post for more information. (<https://technology.wooster.edu/getting-ready-for-fall-2020/>)

- *new for Sp21* Minimize clutter under the left side bar for you and your students by setting a course end date for Fall courses (we recommend NOT setting an end date for Spring courses) (<https://moodle-2021.wooster.edu/mod/page/view.php?id=62926>)

-Organize your Moodle Dashboard *and encourage your students* to easily find Spring courses by favoriting them. (<https://web.microsoftstream.com/video/8a3f6944-f8e3-41aa-9434-0bbc2dd39129?st=114>)

-*new* If you schedule meetings to your Team's channel, add a channel calendar to your Class Teams so everyone can see when channel meetings are scheduled (<https://youtu.be/xitD7407GeU>)

-Add a Stream Tab to your Class Team for easy access to recorded content (<https://web.microsoftstream.com/video/6a14fc8f-6ae4-430f-b21d-e03aa8d47659>)

In a New Teaching Space? (heading 2)

Are you teaching in a new space this semester? Check out our documentation on the equipment available in classrooms around campus.

2. If you would like to upload any images, pdfs or other files with your submission please do so here. (Non-anonymous question ⓘ)

 #ICYMI.png

3. Anything else you would like to share?

I placed the hyperlinks hopefully all in the correct locations. If you have any questions or something is not working, please let me know. Thanks.

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