**TEL Quick Guide - Virtual Classroom**

**A Virtual Classroom** is an online environment that enables lecturers and students to communicate synchronously using audio, video, text chat, interactive whiteboard, application sharing, instant polling. It supports a wide range of teaching and learning methods, has the potential to enable peer collaboration and build immersive online communities when students are remotely located.

**USE IN TEACHING AND LEARNING**

- Synchronous content delivery i.e. lectures/tutorials
- Peer and group collaboration i.e. presentations, large group real-time discussions, independent or group study
- Enabling remotely based guest speakers to contribute to in-class/online sessions
- Other ideas: pre-recorded content, asynchronous content support i.e. recorded sessions, virtual office hours, thesis or practicum supervision, collaboration with international research partners, hosting online conferences

**EDUCATIONAL TECHNOLOGY**

Collaborate Ultra is the virtual classroom tool available in UCD. It is purpose-built for education and is integrated with the UCD VLE (Blackboard/Brightspace).

**GETTING STARTED**

- Design your session to meet your teaching goals and learning outcomes considering the online dynamics
- Plan learning activities throughout the session to engage students (e.g. by utilising polling and Q&A options or small group activities (via breakout rooms)
- Check the technology and setup requirements and ensure you are confident using the tool prior to session delivery
- Prepare your students in advance for their participation in sessions, communicate all information they may need to access virtual classroom, establish online protocols