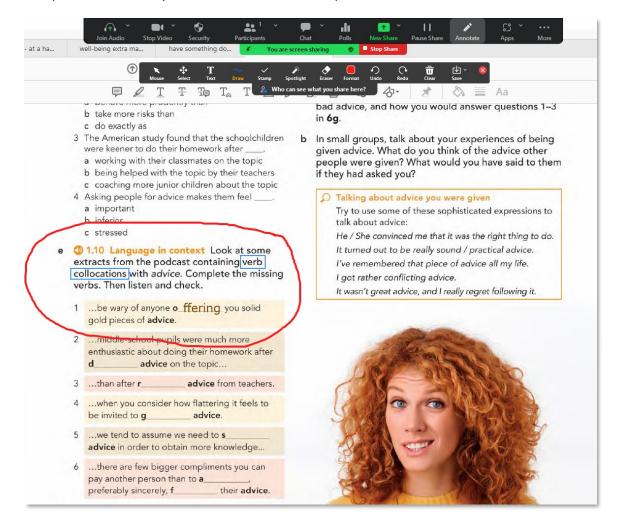
Online Methodology Course for EFL Teachers Online Teaching Skills (OTS)



OTS 3: PRE-LIVE-SESSION TASKS (ENGLISH)

TASK 1: USING ANNOTATE FUNCTION TO MONITOR

Share your screen with a specific teaching material/handout in Zoom. Using the Annotate function, type/highlight/draw something in the material or make some other graphic adjustment which you normally use in your online lessons. Make and save a printscreen depicting your adjustment as in the example below. Be ready to share and work with the printscreen in the Live Session.



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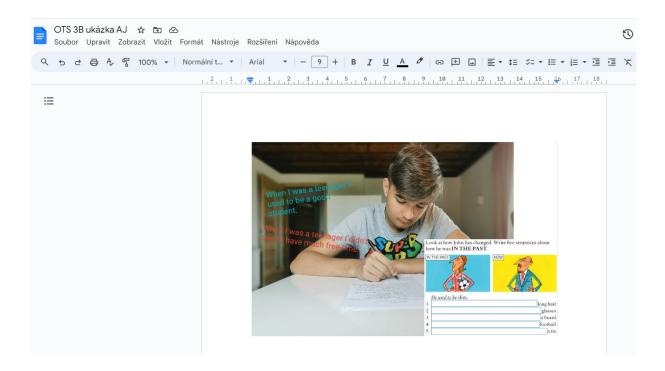


TASK 2: USING SHARED DOCUMENTS TO MONITOR

Prepare one of Google tools (e.g., a shared document, presentation slide, or Jamboard), insert some notes/exercises that you normally use in the lesson. In the Share function, opt for sharing via a link and make sure to assign all the recipients the editor (not just viewer) status. Be ready to share the link in the chat box in the Live Session.

Example:

https://docs.google.com/document/d/1UsZ9N6oJOVS1TgDgiX8G4q6ceW8DMDBMPiRdnG2PcQg/edit?usp=sharing



TASK 3: MONITORING IN BREAKOUT ROOMS

Using breakout rooms enables you to do the following (and more). Decide which of the points is most relevant to you and why. Be ready to discuss your choice in the Live Session.

- 1. Assigning students to breakout rooms automatically or manually
- 2. Students using the Ask for help function
- 3. The chance to change members in already existing groups
- 4. Encouraging the feeling that students work really independently (you can enter each room for a limited period of time and with your camera and microphone off)
- 5. Students can select and enter breakout rooms as they please

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TASK 4: WORK WITH CLASSROOMSCREEN

Imagine you teach File 4B from English File 3rd edition Pre-intermediate. Go to www.classroomscreen.com and create a screen whose background will relate to the topic of the unit. Familiarize yourself with the Timer tool, set the time your students will need to deal with activity 1c/p.30 and choose a sound that will announce the end of the activity. Make and save a printscreen of your classroom screen which you will share in the Live Session.

Explore the other Classroomscreen tools and choose another one that you find useful for your lessons.

