

Teaching and Learning Continuity Preparedness

Educational Resources & Technology fully supports the continuation of teaching and learning initiatives, including during periods where teaching and learning are severely disrupted. More information on these services is available on <https://edtech.yale-nus.edu.sg>.

No.	Teaching Methods	Activity Description	Guides	Contact
1	Canvas module with the following tools enabled.	<ul style="list-style-type: none"> a. Display a week-by-week lesson plan with Pages. b. Post Announcements to students. c. Assignments <ul style="list-style-type: none"> • To allow students to submit their homework. d. Discussion Forums <ul style="list-style-type: none"> • To give students a space to have discussions, clarify doubts and for instructor to clear up any misunderstood points. e. Quizzes f. Files <ul style="list-style-type: none"> • To upload lecture slides and other e-resources. g. Panopto Recordings <ul style="list-style-type: none"> • To upload any large media files, if necessary. h. Online Chat <ul style="list-style-type: none"> • To give a space for asynchronous instant-messaging, visible to all enrolled users. 	<ul style="list-style-type: none"> a. Canvas: Pages b. Canvas: Announcements c. Canvas: Assignments d. Canvas: Discussions e. Canvas: Quizzes f. Canvas: Files g. Enabling Panopto in Canvas h. Canvas: Chat 	<ul style="list-style-type: none"> • Technical Support through 24/7 Canvas Support (Hotline and Live Chat): Login to Canvas, click Help icon, select mode of assistance • Specific user or customised support: edtech@yale-nus.edu.sg

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2	Self-Recording	<p>a. Camtasia - https://edtech.yale-nus.edu.sg/video-recording-tools/</p> <p>Camtasia is for creating video tutorials and presentations, and offers more advanced post-editing features.</p> <p>b. Panopto - https://edtech.yale-nus.edu.sg/video-recording-tools/</p> <p>Panopto will capture whatever is displayed on the computer screen, together with any audio present e.g. background music, microphone.</p> <p>The screen-recorded file can be saved directly in the laptop or your personal folder in Panopto.</p> <ul style="list-style-type: none"> Remarks: Camtasia and Panopto software can be installed on Windows and Mac. <p>c. Canvas – Recording short clips through webcam</p> <p>Canvas has a built-in video recorder, using your webcam. Generally, for straightforward and edit-free recording.</p>	<p>a. Set up Camtasia Recorder (NUS Wiki)</p> <p>b. Panopto: How to Self-Record</p> <p>c. Canvas: Recording Media</p>	<ul style="list-style-type: none"> Camtasia Licences for installation: edtech@yale-nus.edu.sg Recording assistance: yncit@yale-nus.edu.sg , edtech@yale-nus.edu.sg

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3	Live classroom delivery with Zoom	<p>Web conferencing using Zoom - https://edtech.yale-nus.edu.sg/video-recording-tools/</p> <p>Zoom allows Instructors to host online meetings, synchronous virtual classrooms, group discussions, sharing of screen and files to your participants in real-time.</p> <p>Zoom is also integrated within Canvas, accessible directly within your Canvas courses. Enrolled students can participate in Zoom sessions seamlessly through Canvas, without creating any additional accounts.</p> <p>Requires an internet connection, laptop microphone and a web camera.</p>	<ul style="list-style-type: none"> • Using Zoom for Online Meetings • Using Zoom Breakout Rooms in Canvas to deliver your lesson • Enabling Zoom in Canvas 	<ul style="list-style-type: none"> • Zoom licences and support: yncit@yale-nus.edu.sg • Using Zoom with Canvas: edtech@yale-nus.edu.sg
4	Proctored Quiz with Canvas	<p>Respondus LockDown Browser - https://edtech.yale-nus.edu.sg/respondus-lockdown-browser/</p> <p>This tool is to be used with Canvas Quizzes only. The LockDown Browser essentially isolates and locks-down the students' laptop from any other internet access or using any application from the beginning to the end of the Canvas Quiz.</p>	<ul style="list-style-type: none"> • Respondus: Quick guide for instructors 	<ul style="list-style-type: none"> • Request to activate Respondus LockDown: edtech@yale-nus.edu.sg