

# Taking your teaching online – Scenarios and Advice

These are the recommended solutions to help ensure consistency for students.

Our expectation is that Panopto would be the preferred tool unless there is a need for the features that Collaborate offers.

Pre-recording a lecture rather than live delivery is recommended to enable you to access resources and support on campus and avoid technical difficulties during delivery.

Consider alternative options for students who cannot take part or access them for whatever reason. Always record a session whether in Panopto or Collaborate.

N.B. Please contact [ltsupport@edgehill.ac.uk](mailto:ltsupport@edgehill.ac.uk) or x7755 if you are unsure of the best approach to take.

## Lessons

Scenario	Blackboard	Panopto	Collaborate	Advice	Requirements (Chrome is the preferred web browser)
Lectures: Pre-recorded (Small or large groups)	✓	✓		Record lecture in advance and upload to Panopto via Blackboard. Post lecture Discussion Board in Blackboard.	Panopto provisioned course in Blackboard. Optional Discussion Board set up in Blackboard. PC or Mac with mic or webcam; Video Camera or Mobile Device.
Lectures: Live webcast (Small or large groups)	✓	✓		Broadcast and record lecture using Panopto. Post lecture Discussion Board in Blackboard.	Panopto Recorder Software. Panopto provisioned course in Blackboard. Optional Discussion Board set up in Blackboard. PC or Mac with mic or webcam. Fast Broadband if at home.
Lectures or Seminars: Live interactive (Small to medium groups)	✓		✓	Collaborate offers options for interactivity - two way audio or chat communication, presentation.	Collaborate session scheduled in Blackboard course. PC or Mac with mic or webcam; Mobile device.
One to One	✓		✓	Collaborate offers the ability to share documents and screens	PC or Mac with mic or webcam; Mobile device. Restricted Collaborate session scheduled in Blackboard course.
Demonstration	✓	✓		Record demonstrations in advance and upload to Panopto.	Panopto provisioned course in Blackboard. PC or Mac with mic or webcam; Video Camera or Mobile Device

## Assessments

Scenario	Blackboard	Panopto	Collaborate	Advice	Requirements (Chrome is the preferred web browser)
Student Presentations pre-recorded	✓	✓		Students to record and submit using Panopto	Panopto Assignments Folder set up in Blackboard course. Students require PC or Mac with mic or webcam; Video Camera or Mobile Device.
Student Presentations live	✓		✓	Collaborate allows recording and interaction.	Collaborate session scheduled in Blackboard course. PC or Mac with mic or webcam; Mobile device.
Assignment Submissions	✓			Continue to use Turnitin where appropriate	
Viva Voce	✓		✓	Collaborate would work. As these are with staff external to the institution it will depend on what they are comfortable with.	PC or Mac with mic or webcam; Video Camera or Mobile Device.