FAQ Sheet

Full Zoom Video Recording
https://cccconfer.zoom.us/rec/share/_MlwEL3u8INIT9LVR12fhZ-0vMojbT6a80XQc-vZfYr71rz3Zk6umeP80KmTuTp-o?startTime=1585690390000

Q&A Discussion

1. Are any of our student panelists using the Writing Center or other student services online?
   a. The Writing Center:
      i. Students have access to all the same services. Just email writingcenter@bakersfieldcollege.edu to request an online appt. You will then be sent a Zoom link for your appointment.
   b. NetTutor is located on the left-hand side in Canvas.
   c. Academic Support:
      i. Access the website here: https://www.bakersfieldcollege.edu/student/academic-support

Online/Zoom Recommendations

1. When logging into Zoom, it is best to log on via a computer and then use the “phone call” option to improve audio connection. Joining audio by phone in addition to joining the video by web will give you the clearest audio and ensure poor internet connections do not interrupt the content. You will be given a phone number to call and a meeting ID (see example below).

2. If you are not the host of the meeting, upon entering Zoom, you may be able to “mute” yourself from the group by clicking the “mute” button on the lower left-hand screen (see below).
3. To participate in the chat room, click on the "chat" tab towards the bottom of the screen and a chat box will appear.

4. A sample message for a syllabus from a professor:
   a. Rules for Communicating with CCB:
      - Please refrain from sending texts past 9pm at night or before 5am in the morning.
      - If your text message is longer than 20 characters (or 8 words) please send an email message. If it is urgent, send me a text message asking that I check my email.
      - Please indicate your class time when you text for exam "Mon 11".
      - During the week (Mon-Thur) all messages received through email or text will be responded to within 24 hours. During the weekend please allow for up to 72 hours for reply.
      - CCB will respond to all email questions regarding assignments until 7pm on the evening before the assignment is due.
      - Assignments submitted by required deadline will be graded within one week of submission.
      - CCB is available for online office hours via Zoom. See announcements in Canvas for weekly scheduled office hours and links.

5. Recommendation about textbooks:
   a. Some publishers are allowing free access for students to online content until the end of the semester. Check with your textbook publisher.

6. Recommendation about recording lectures:
   a. Record your live lectures for the benefit of students who are unable to attend the class, or who would like to review content at a later date.