

## Announcements, Feature Updates, Host Spotlight, & Pro Tips

### Staying Up to Date

**Inclusive Zoom Meetings by Celine Greene** - So much of the satisfaction of any online meeting or webinar can be attributed to its setup, where the technology fades in comparison to the communication and engagement. Recently, a [series on "Inclusive Zoom Meetings" was shared on the CTL Blog](#). It provides suggestions that go toward meeting preparation and comfort, guiding users to build and facilitate sessions that are welcoming, eliminate barriers and potential frustrations, reach a wider audience, and honor participants where they are – from personal comfort to varied resources and environments. We encourage everyone to at least familiarize yourself with [the summarized list of recommendations](#) as a first step in setting your meeting up for success.

**Webinar 500 to Webinar 1000 Change** - The Zoom Webinar 500 subscription has been upgraded to the Webinar 1,000 enterprise-wide. The cost for the Webinar 1,000 will retain that of the Webinar 500. We are no longer offering Webinar 500s as a result of this change. For more information on Zoom's Webinar Feature, please review our [Webinar Feature](#) page.

**Preferred Browser** - To ensure you are getting the most out of the Zoom Web Client and its available features, we recommend against accessing Zoom via Internet Explorer (IE), and instead using one of the recommended [supported browsers](#). Zoom will be ending support for IE on September 30, 2021. Some features in the web client are not supported on IE at this time.

### New & Improved Features

#### Alternative Hosting & Delegated Scheduling Across Accounts -

Alternative hosting and delegated scheduling are now supported for all Licensed users within the JH Zoom Enterprise! [Users can assign other members to serve as alternative host\(s\) and/or designated scheduler\(s\)](#), regardless of what subaccount/instance of Zoom their account resides in.

**Adding Exceptions to Authentication Required Meetings** - When requiring authentication (Johns Hopkins SSO) to join a meeting, hosts can allow exceptions for guests to bypass authentication to join meetings. For more on authentications and user exceptions, please review our [Securing your Zoom Meetings](#) page to set up [SSO authentication for your meeting](#).

**Post-Meeting Survey** - Like webinars, meeting hosts can now create a survey to launch at the end of a meeting. Meeting participants will be prompted to complete the survey once the meeting ends.

#### Client Version

The **Zoom Desktop Client Version 5.6.3** is available for managed machines across the enterprise. If you are not on a managed machine, please refer to the [Desktop Client Setup page](#) for instructions on checking your client version and downloading the latest update.

#### Help & How To's

- Check out [Zoom's Live Training Webinars](#).
- Check out the how to's on [Zoom's Support Site!](#)
- For more Hopkins-centric inquiries, check out [Johns Hopkins' Zoom Support Site!](#)

#### 2021 Q2 User Stats:

- *Total Number of Meetings Hosted:* 558,558 meetings (Q1 2021: 676,137 meetings)
- *Total Number of Meeting Minutes:* 174,177,957 minutes (Q1 2021: 231,524,938 minutes)
- *Total Number of Participants:* 3,261,788 participants (Q1 2021: 4,278,557 participants)



## Host Spotlight

**Name:** Celine Greene

### 2021 Q2 Zoom Stats:

Meetings: 12

Meeting Minutes: 704 (~12 hours)

### What is your role at Johns Hopkins?

*I am the Senior Instructional Technologist in the Center for Teaching and Learning (CTL) at the Bloomberg School of Public Health. Currently, I also serve as a co-chair for*

*[HUDL – the Hopkins Universal Design for Learning Initiative](#). In my position, I work directly with faculty and the CTL staff in discovering and implementing innovative solutions in online learning. I also help promote digital accessibility and guide faculty in the purposeful design and facilitation of their courses and learning activities. I am fortunate to do all this as part of a dynamic team at CTL, as well as other teams that extend across the university.*

### How do you utilize Zoom in your daily work-life?

*Of course, I use Zoom as an online meeting space, for simple efficiency and productivity in everything from impromptu meetings to Outlook integration to scheduling and hosting workshops that require registration. But as an early adopter of the tool, and someone whose end-user knowledge of Adobe Connect – the university’s prior de facto online meeting space – was pretty comprehensive, it was inevitable that I would want to stay one, if not three, steps ahead of Zoom’s continued rollout to faculty and students. In doing so, I often find myself using Zoom as a sort of “driving range”, where I host a meeting from my PC and have an alternate identity connecting from another device, or even grab a colleague or two to join me and just “try something out real quick!” In my mind, it’s those experiences where I’m learning and discovering the latest changes to features, settings, tools, etc. that are the best. When I test things out, I find myself considering several possibilities that can lead to innovative integration of Zoom in our courses. In addition, by “playing” I become better equipped to proactively help others navigate the nuances that come with regular updates, etc.*

### What features of Zoom do you like the most/use the most frequently?

*Right now, the feature I am most excited about is the live transcription, or automated closed captioning. (Zoom also refers to closed captioning as auto-transcription and subtitles.) As with most things that relate to digital accessibility, it benefits EVERYONE – not just those who have difficulty hearing. A delivery person comes to your door in the middle of a meeting? Go grab the package and simply scroll up in the full transcript to get caught up in the discussion. Can’t find your earbuds to listen to a webinar? View the subtitles and don’t miss a beat. Asked to take notes but want to double-check something? Download the transcript before the meeting is ended.*

### How have you made yourself a Zoom ‘Pro’?

*Play, practice, read and view to learn more. Play, practice, use. Play, practice, and train others. Use. Use. Use.... And repeat!*

## Did you know?

### Need to take your conference or presentation virtual?

[Zoom's Video Webinar](#) feature allows you to broadcast a Zoom meeting with up to 3,000 view-only attendees. As the host or a panelist, you can share your screen, video, and audio in a webinar and attendees can use the chat and/or Q&A features to interact with the host and panelists.

### Need to make a change to your Zoom account?

To update your cost center, downgrade/deactivate an account, or manage account add-ons, visit the [Zoom Resource Management](#) portal.

### Need Help?

Zoom has countless features and settings that can be used to secure your Zoom sessions. Refer to [Securing your Zoom Meetings](#) for everything that is available to you.

If you’re part of a school/division, you can find whom to direct your questions through the [Faculty and Staff Zoom Support by School/Division](#) page.

Please contact the [Johns Hopkins Zoom Support Team](#) for other support needs, suggestions, or improvements.

### Celine’s Zoom Pro Tips/Tricks:

- ☞ *Your meeting set up is everything!*
- ☞ *Be inclusive in your meetings to allow for a better participant experience.*
- ☞ *Make any changes to your meeting settings prior to your meeting... and test them to ensure they’re working as planned.*