Announcements, Feature Updates, Host Spotlight, & Pro Tips

Staying Up to Date

Preferred Pronouns Now Available! We are happy to announce that preferred pronouns are now available within Zoom! Users will need to first set their preferred pronouns in myJH. Within 24 hours, they will become visible on your Zoom profile. Users will have the ability to configure Zoom to display their pronouns in all meeting/webinars by default, to be prompted to show their pronouns, or to not show at all. For more information, please see our recent announcement.

New & Improved Features

Focus Mode - Designed with the digital learning environment in mind and reducing distractions, Focus Mode allows the host/co-host(s) to view all of the meeting participants' videos while the participants can only see themselves, shared content, and video of the host/co-host(s). Hosts can also toggle between shared screens and even share a specific participant's screen with the entire meeting.

Share screen to all breakout rooms - Hosts and co-host(s) in the main meeting session can now share their screen and other windows to all breakout rooms.

New annotation tool: Vanishing Pen - Instead of undoing or erasing annotations on your shared screen, use the new Vanishing Pen annotation tool. The marking and annotations made with this feature will fade away within a few seconds, eliminating the need to remove them with screen transitions.

Immersive View - Bring that cohesive meeting space to the virtual world with Immersive View. This view allows hosts to curate case-specific scenes, such as a classroom or boardroom for their meetings or webinars.

Time Metrics for Cloud Recording - Cloud recording owners can now view a detailed list of viewers and the duration of time they spent viewing the recording. This is found under Recording Analytics.

Auto-shapes for whiteboard annotation - Easily create rectangles, straight lines, and ovals when annotating within the Zoom mobile apps.

Full emoji suite for Reactions - Who doesn't love emojis? Participants are able to use the emojis found within the Zoom chat feature as reactions within in a meeting, if enabled by the host.

Client Version

The **Zoom Desktop Client Version 5.7.3** 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.
- ⚑ Review the how to's on Zoom's Support Site!
- ⚑ For more Hopkins-centric inquiries, visit the Johns Hopkins' Zoom Support Site!

2021 Q3 User Stats:

- ⚑ *Total Number of Meetings Hosted:* 470,205 meetings (Q2 2021: 558,558 meetings)
- ⚑ *Total Number of Meeting Minutes:* 144,704,813 minutes (Q2 2021: 174,177,957 minutes)
- ⚑ *Total Number of Participants:* 2,695,104 participants (Q2 2021: 3,261,788 participants)

Host Spotlight

Name: Jane Chase

2021 Q2 Zoom Stats:
Meetings: 94
Meeting Minutes: 7,658 (~127.6 hours)

What is your role at Johns Hopkins?
I work in the Office of Vice President and General Counsel as Office Manager and Executive Assistant to Paul Pineau, General Counsel. We have twenty-two members on our team consisting of attorneys, paralegals, a JHU Presidential Fellow and support staff. Our offices are located on the Homewood campus and in East Baltimore. My primary role is to maintain daily operations/workflow and ensure our entire team is supported.

How do you utilize Zoom in your daily work-life?
Prior to our office working offsite last year, we were mostly using Zoom for meeting participants who were unable to travel to campus but wanted more of an "in person" interaction beyond a conference call. Our office members were tentative to use Zoom as viable communication tool for meetings. Fast forward to today, we now offer a ZOOM option for every internal and external meeting we set up. Most of our team is now hybrid (3 days onsite, 2 remote) and it is essential for us to have the flexibility of connecting in all available formats. What was once the ONLY way to connect when we are offsite a year ago, is still a valuable and primary tool in our new hybrid environment.

What features of Zoom do you like the most/use the most frequently?
I think the key to a successful meeting is keeping ideas and communication flowing. Hybrid meetings can be challenging to meet that criteria but I think folks are getting more comfortable with this model of onsite and onscreen. Screen sharing from multiple participants and breakout rooms have been very helpful to bridge the different locations issue. Personally, I really like the "Gallery View" function. If I can't be in the room with fellow attendees, I appreciate seeing everyone in the event for reactions, comments and the ability to message individuals or the group.

How have you made yourself a Zoom 'Pro'?
Not yet but would like to explore a training seminar in the future. I have learned Zoom by trial and error. It is fairly easy to explore online for tips and tricks and appreciate the user-friendly application as I learn.

Jane's Zoom Pro Tips/Tricks:
- *More of an appreciation than any tips or tricks. ZOOM continues to keep our team connected and supports our fast-paced work environment in whatever location we are working from!*
- *If you do hit a bump or a problem as you are working with Zoom, take a deep breath, research possible solutions and try, try again, right? At the end of the day, Zoom is a great tool for communication and keeping the workflow moving during these unprecedented times.*

Did you know?

Want to create groups within your meeting? Split your Zoom meeting into separate, individual sessions by using Zoom's Breakout Rooms feature. Meeting host/co-host(s) can automatically or manually split the participants between the rooms and switch between the sessions at any time.

Want to involve your participants in your meeting? Create single or multiple-choice polling questions for your meeting using Zoom's Polling feature. Both personally-identifying and anonymous responses are collected and made available during the meeting and post-meeting through a downloadable report.

Need to know who attended your meeting? Track attendance during your meeting by utilizing Zoom's Reporting. Usage reports include a list of meetings, participants, and meeting minutes for any meetings that you have hosted.

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.