One last suggestion to make this easier for you and your students is to turn ON your waiting room feature in Zoom. This way if you have back to back meetings, the next student does not " walk into" your in progress meeting and you are notified they are there. You can message all people in your waiting room if you are running late or over.



If you have any questions, please email <u>bill.irwin@csueastbay.edu</u>. As a caveat, I am not a Zoom expert, but I am learning and we can work together to figure out other ways of facilitating virtual meetings with your students.