

Remote Teaching Resources

Blackboard through CNM Learn may meet most of your needs for remote teaching; however, there are some **alternatives outside of Bb** that might be useful in remote teaching. This document is meant to be a curated list of the most reliable and simple tools available for each task, and it is not intended to be a comprehensive list of everything that might be available. All items in the list were selected for ease of access, a low-medium learning curve, and overall simplicity to meet the specific need.

DL Staff Support is available for Blackboard: Visit this [link to Virtual Support](#) for assistance with online courses. Staff is available to help Monday-Friday, 8:00 a.m. - 5:00 p.m. through April 3. Or, email DL@cnm.edu.

If you need to do... (task)	Use this... (app, program, site...)	Instructions Links Tips	Who to contact for assistance...
Recording Class meetings PPT presentations	WebEx Any device	Free through Office 365 at CNM <ul style="list-style-type: none"> • preferred for college business meetings 	ITS training on Talent Management ITS: 224-HELP ITSservicedesk@cnm.edu
Recording Class meetings PPT presentations	Microsoft Teams Any Device	Free through Office 365 at CNM <ul style="list-style-type: none"> • easy to use and learn • stable across all platforms 	
Recording Live office hours with screen-sharing and whiteboard	Bb Collaborate Ultra Best on laptops or desktops	How to video: https://www.youtube.com/watch?v=eGdY6q5LPZ8&feature=youtu.be <ul style="list-style-type: none"> • comes with Blackboard, simple to record and insert links • not mobile-friendly • cannot stop/start video If using a Mac computer (not the ipad), Collaborate seems to have best sharing functionality on the Chrome browser.	DL Staff Visit this link to Virtual Support for assistance with online courses. DL@cnm.edu
Record a PPT slide show with	PowerPoint	How to video: https://support.office.com/en-us/article/record-a-slide-show-with-narration-and-slide-timings-0b9502c6-5f6c-40ae-b1e7-e47d8741161c	

narration and slide timings			
Recording Write on a whiteboard	Zoom Any device	https://zoom.us/ Currently, the free access version allows for meetings up to 3 participants. Stay tuned for an update if CNM obtains a license to allow for larger class meetings/office hours.	<ul style="list-style-type: none"> • Easy to use; stable across all platforms; can set up small groups within larger meetings
Record Edit Share videos	Screencastify Any device with a Chrome browser	https://www.screencastify.com Free version: Record up to 5 minutes per video, with all recording features included.	
Make a video lecture where you "Write on" slides or a whiteboard	Explain Everything iPad, Android, or Chromebook	Free during closures: https://explaineverything.com CNM ITS staff is working on an institutional license; stay tuned... How to videos: https://www.youtube.com/user/MorrisCookeVideos	<ul style="list-style-type: none"> • there are short training videos (15 seconds) on how to use the product • allows you to save the recording as an MP4 or upload into YouTube • go at your own pace and stop/start recording • typically, don't show your own face during the recording
Upload a video for students to watch...	YouTube Any device	Upload a video: https://support.google.com/youtube/answer/57407?hl=en Publish iPhone video: https://support.google.com/youtube/search?q=publish+iphone+videos+ Change video privacy settings: https://support.google.com/youtube/answer/157177?hl=en&co=GENIE.Platform=Desktop Edit captions: https://support.google.com/youtube/answer/2734705?hl=en	<ul style="list-style-type: none"> • can add auto-generated subtitles • can load larger videos with registration • easier for most students to run on their wifi

<p>Upload a video for students to watch...</p>	<p>Embed in Blackboard</p> <p>Any device</p>	<ul style="list-style-type: none"> • embeds in the LMS BUT the file size can make it difficult for students to watch • videos over 5 minutes should be loaded in YouTube or Vimeo (Vimeo is free up to 500MB/week) 	<p>DL Staff Visit this link to Virtual Support for assistance with online courses. DL@cnm.edu</p>
<p>Screen capture</p>	<p>Camtasia</p>	<p>myCNM ->Employee -> Technology Services (ITS and PPD Services) w/screencast.com</p>	<p>ITS: 224-HELP ITSServicedesk@cnm.edu</p>
<p>Write test questions and upload the test into Blackboard</p>	<p>Respondus Campus</p> <p>Only Windows devices</p>		<p>DL Staff Visit this link to Virtual Support for assistance with online courses. DL@cnm.edu</p>
<p>Convert photos to PDF</p>	<p>Smartphone Camera Word Keynote, Pages (Mac)</p>	<p>Copy/paste or insert the photo into these applications and “Save as” a PDF Search: Photo to PDF Apps</p>	
<p>Convert file types to PDF</p>	<p>Word Keynote, Pages (Mac)</p>	<p>“Save as” or “Export as...” a PDF</p> <ul style="list-style-type: none"> • PPT slides • Excel • Word 	
<p>Ready-made videos on course content</p>	<p>YouTube</p>	<p>There is <i>already</i> so much instructional content available on YouTube. Save yourself time and stress by using existing content. Provide a question list for your students to answer as they watch the video.</p>	