

# You've been asked lecture with Zoom. Now what? Here are some best practices for presenting an engaging lecture on Zoom.

## Before the lecture

- Keep your video on during your entire lecture.
- Upload a friendly picture of yourself to your Zoom profile, and use this if you experience low bandwidth and cannot use your video. Encourage session attendees to use a picture as well.
- Set expectations. Tell your audience how you would like them to participate, i.e., chat window, polling, raising their hand, voice. Explain role of co-host/moderator, if using.

## Presenter's slides

- Session learning objectives bookend lecture content– learning objectives are presented at the beginning and at the culmination of the lecture
- Slides include very little text (only the most salient points).
- Visuals (diagrams, pictures, videos, etc.) support & enhance the presentation. All visuals explained fully.
- If using break out rooms, have a slide which details break out room procedure (time, questions for break out room discussion, etc.)

## Strategies

- Organize your presentation into 8-to-12 minute segments and pause after each segment. During the pause, encourage Q&A, check in with co-host, highlight key points, ask audience to apply key points to their work, etc.
- Use a logical structure for content, so that information flows logically and predictably from one topic to the next, and headings & subheadings are used.
- Consider using a co-host/moderator to monitor the chat window, organize participant questions during the lecture, put participants into break out groups, oversee polls, etc. during the lecture.