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# MS Teams: Video Conferencing Through Virtual Campus

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# Learning Outcomes

- Review MS Teams functionality at uOttawa
- Introduce required setup processes for MS Teams video conferences
- Create a video conference link in Virtual Campus
- Review in-session settings for MS Teams
- Add a recording from MS Teams, via MS Stream, to Virtual Campus



# Agenda

1. Getting started with MS Teams as a video conferencing tool
2. Required setup for MS Teams at uOttawa
3. Creating a video conference through Virtual Campus
4. MS Teams management during sessions
5. Adding recordings to Virtual Campus
6. Questions

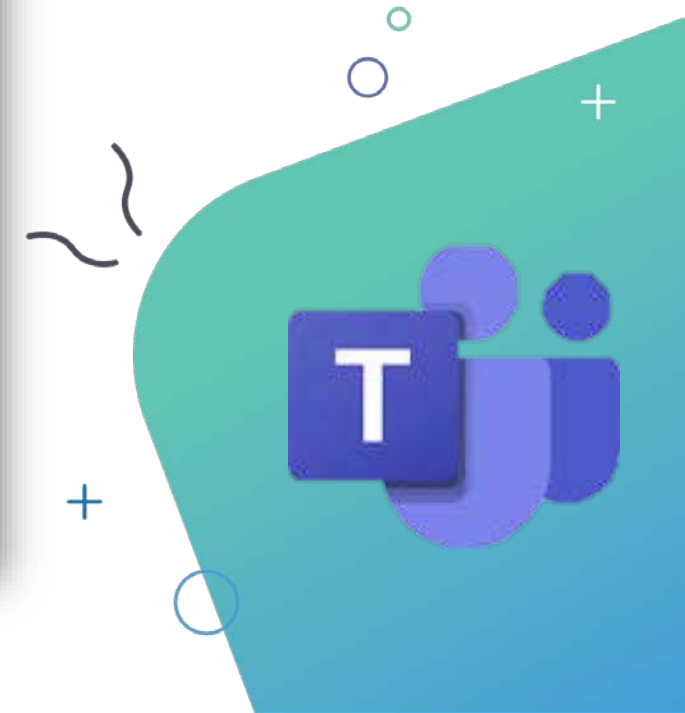
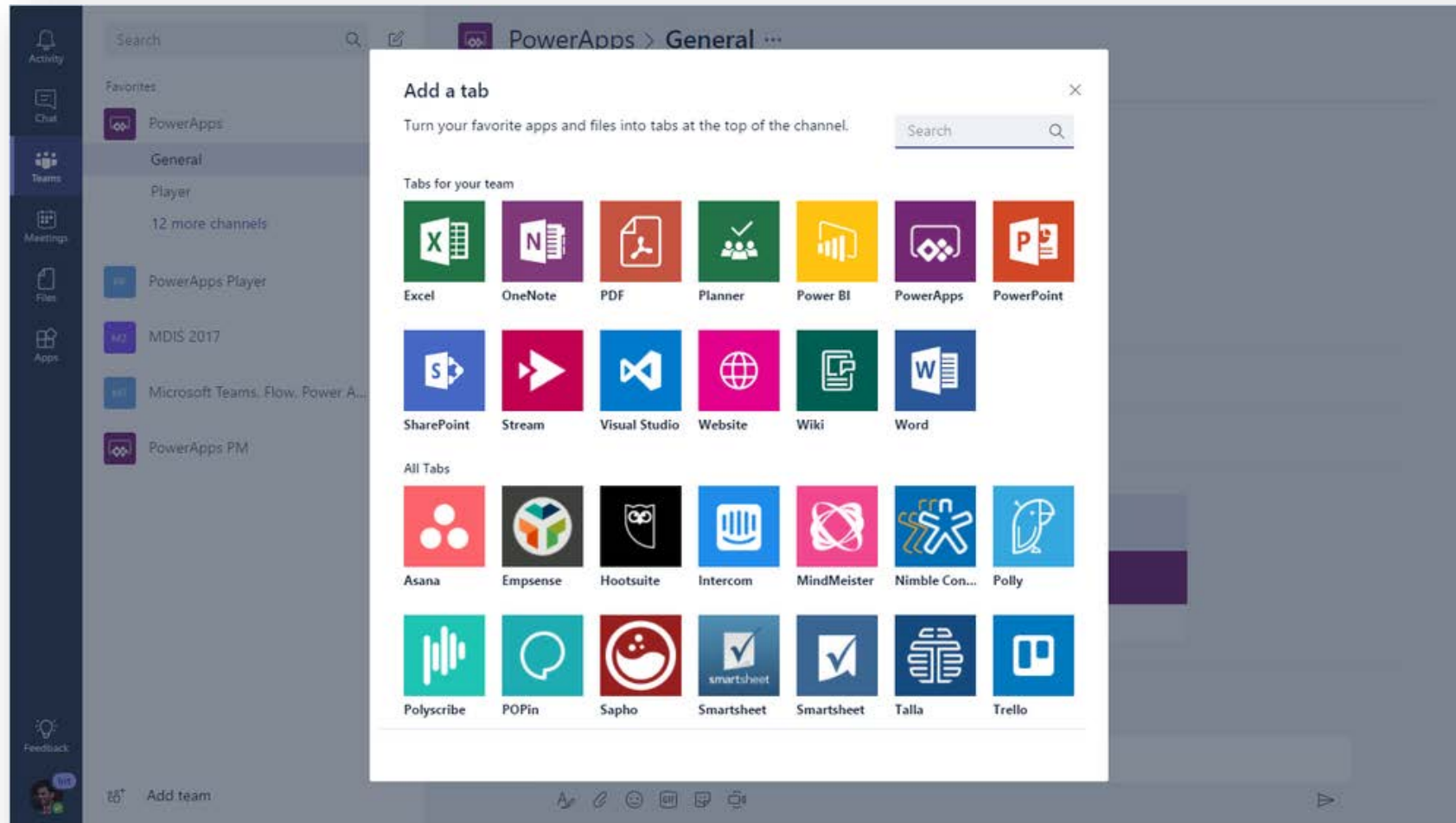


# MS Teams for video conferencing

- Project management tool
- Peer to Peer sharing
- Persistent collaborative communication



# MS Teams for video conferencing



# MS Teams for video conferencing

## Brightspace

- Files and Content (Readings, Videos)
- Assessment
- Feedback & Evaluation
- Communication

## MS Teams

- Video Conferencing (e.g. Live Lectures & Office Hours)
- *Communication*
- *Assessed collaboration*



# Video Conferencing Platforms at uOttawa



Adobe  
Connect

- Allows for most concurrent tools
- Breakout rooms
- In-session polling
- *Limited access*



MS  
Teams

- Supports live captioning
- Sessions are *persistent* with integrated chat



Zoom

- User friendly
- Easy setup
- Breakout rooms
- In-session polling
- User management



# Virtual Campus and MS Teams

Webinar: MS Teams for Video Conferencing (June 29/30) Jillian Steele as Student

Announcements Content Class Progress Grades

Search Topics

Bookmarks

Course Schedule

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Week 1 2

Recorded Lectures

Week 1 Print

Download

0% 0 of 2 topics complete

**Readings for Week 1**

PDF document

Make sure you have read through the materials before class. There might be a short "quiz" on the materials...

**Live Lecture - 08/28 @ 15:00 EST**

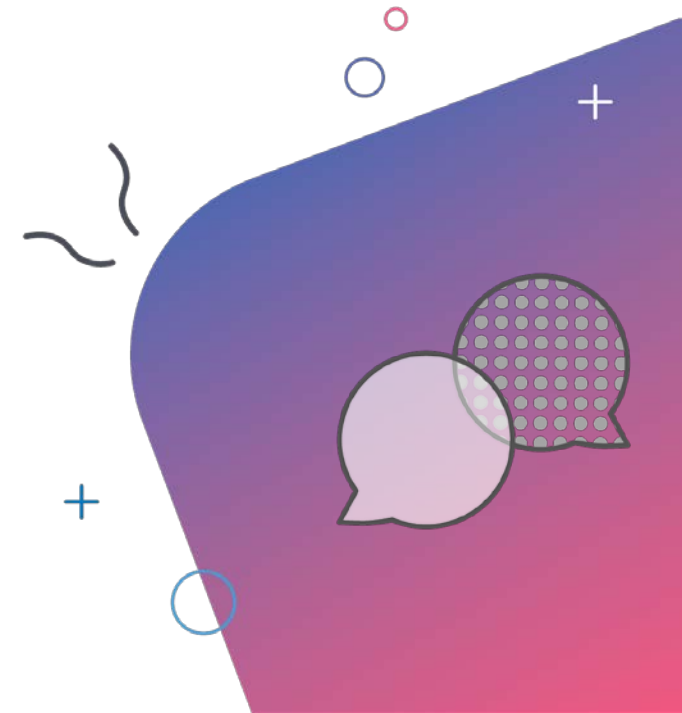
Link

To access the live lecture (or office hours) through MS Teams we strongly recommend that you install the Teams app, if you don't have it you'll be prompted to download it when you first click the link. If you don't have the MS Teams app, you must open this link using Google Chrome, Microsoft Edge or Safari - and you'll need to accept the associated 3<sup>rd</sup> party plugins when prompted.

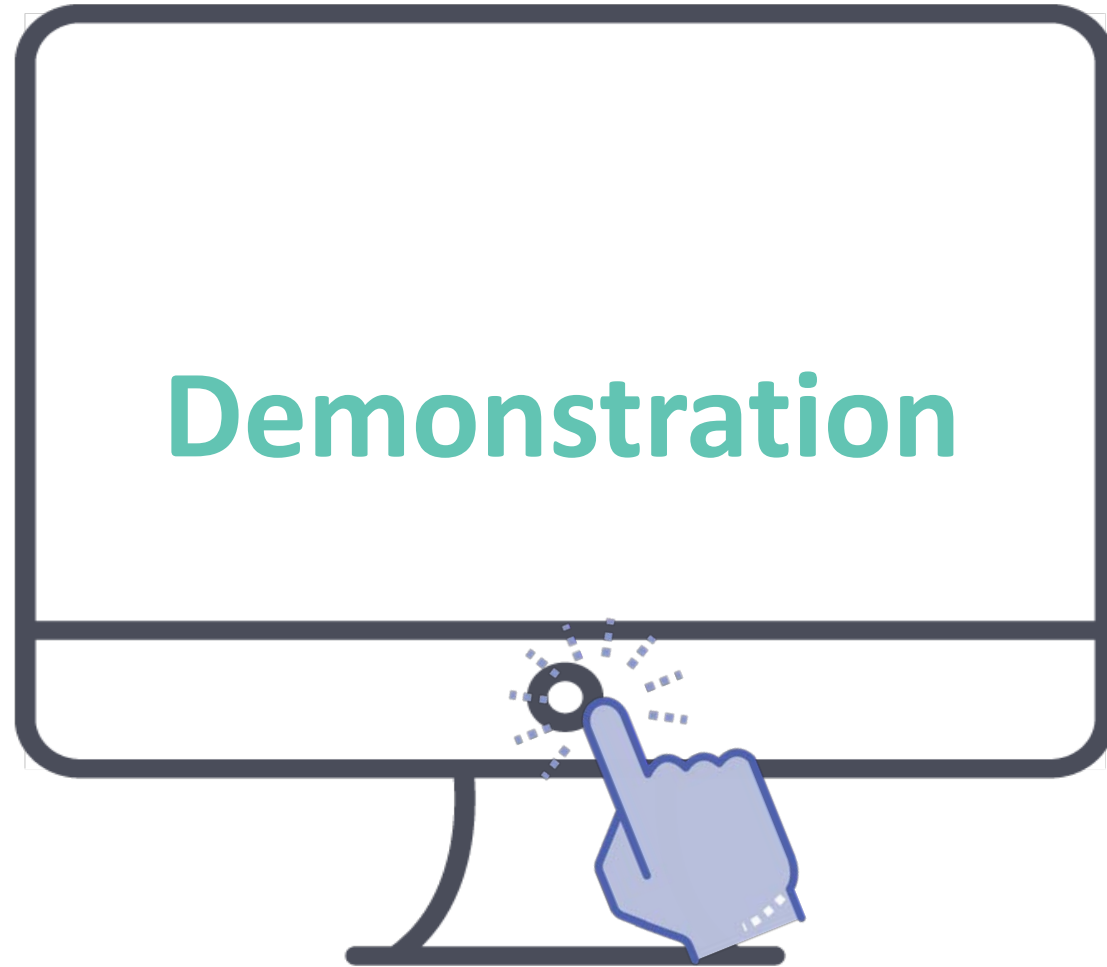


# Requesting a Team

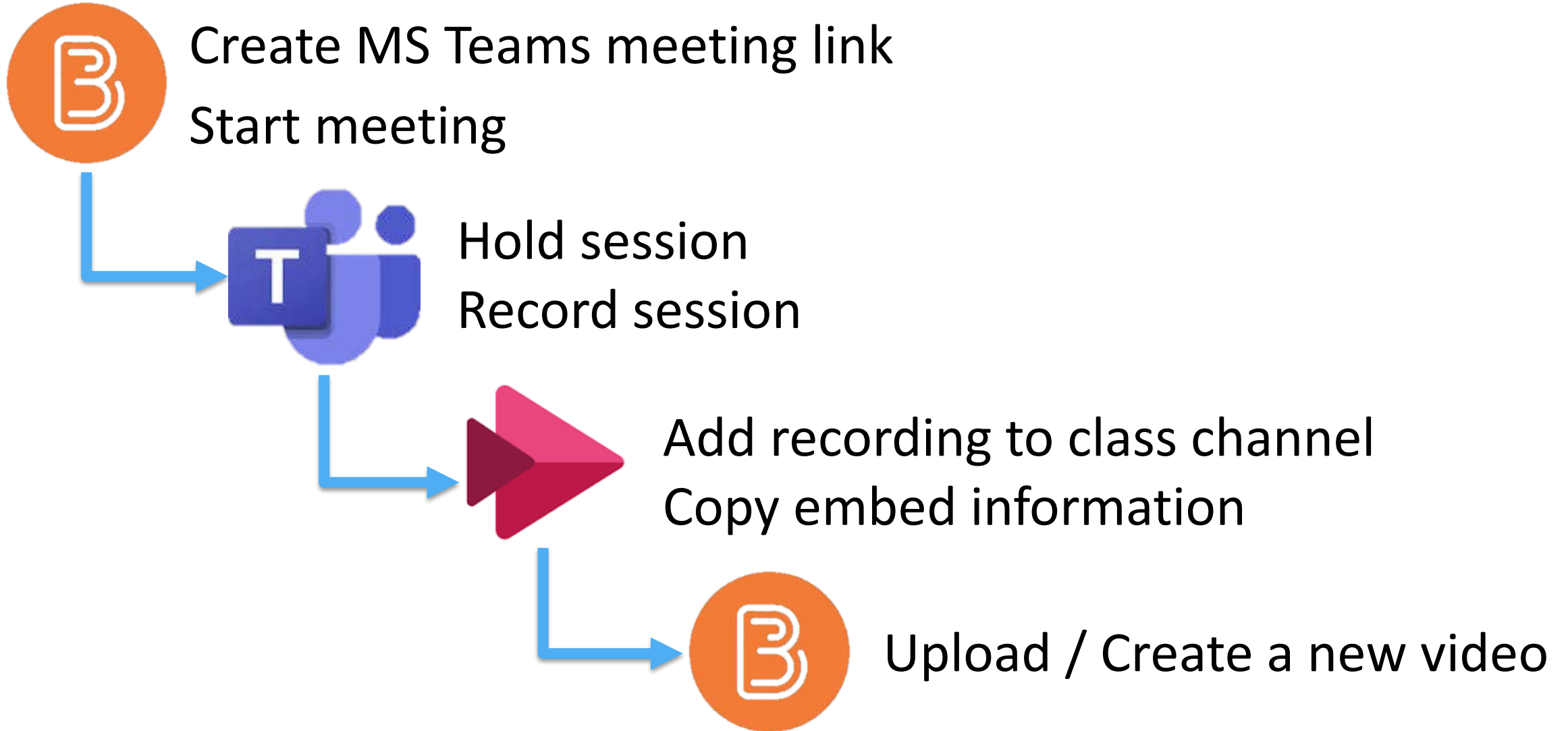
- **Complete the IT service request form** (uOttawa IT website)
- Indicate *exactly* **the course and section code from uOSyllabus** and, if it is a merged course, the courses involved



Demonstration

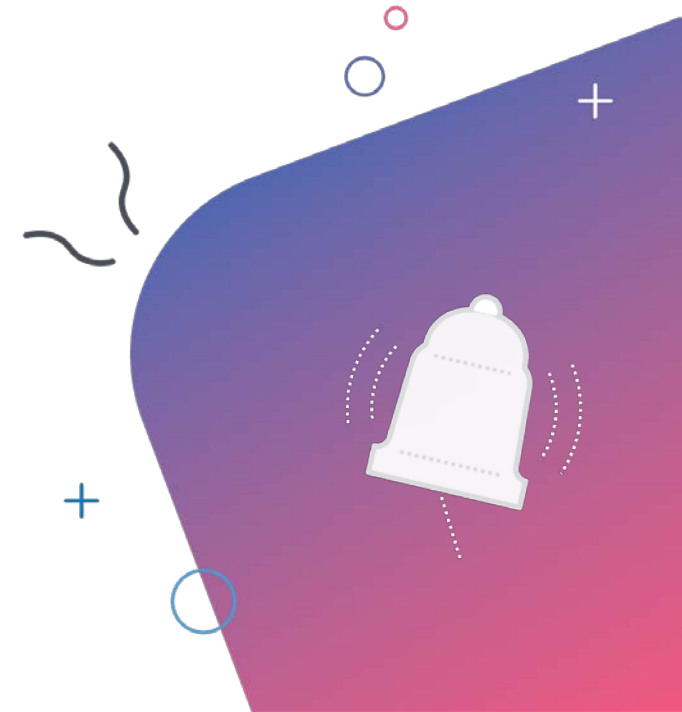


# Process Overview



# When would MS Teams be Recommended?

- Manage asynchronous group interactions
- Persistent chats form the majority of classroom interactions



# Questions...

