



# Interactive videoconferencing

## Learning and teaching strategies

### Etiquette for students

Interactive video-conferencing involves a live two-way video and audio telecommunication link between two or more distant sites. Videoconferencing supports 'real-time' learning and teaching interactions between lecturers/ tutors and students who can see, hear and engage with each other.

Video-conferencing is not a passive 'television watching' experience - all participants need to take responsibility for creating and maintaining a supportive learning environment and group communication process. Establishing a few simple ground-rules to encourage active learning, interaction and group participation can help to ensure your videoconferencing experiences are enjoyable, educational and effective.

When participating in a videoconference please observe the following protocols:

- Please arrive 5 minutes before the scheduled time for sessions so that you are in the room and seated before the video-conference begins. Late arrival into the room disrupts the flow of the session, impacts on the establishment of group communication processes and causes unnecessary noise distortion across the sites.
- Identify yourself before speaking so that participants at the remote site (who may not know you), can build rapport with the group and actively join into the discussion.
- Keep in mind that there may be a time delay across the communication/audio link to distant sites, so you will need to allow more time for participants to 'hear', 'process' and respond to questions or interactive activities.
- Speak clearly at a moderate pace.
- When asked a question at the remote site, try to indicate (using appropriate verbal and body language cues) that you have heard the facilitator and that you are formulating a response.
- Allow each person to speak in turn and let them finish what they are saying before you reply. Try not to talk over another person as this can cause sound distortion and confusion.
- Refrain from engaging in side conversations - the microphone is very sensitive and the main conversation is likely to be distorted.
- Try to keep excessive body movements to a minimum - The camera magnifies images which can be distracting.
- Check that you have copies of all of the handouts, learning activities and presentation materials for the session.
- Do try to actively participate in the video-conference and go beyond 'passive TV watching'.