WORDS OF THE MONTH
This Month's Topic: Audio Visual Aids in the "Online" Classroom

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Want to know more ways of bringing your classroom alive in the online world? Looking for
ways
to enhance your (Distance Education) courses? Do you think typing text is the only way to go?

Well wonder no more! Have I got some tips for you! One of the most widely available tools for
most any teacher is audio/visual tools. Yes, you CAN use audio/visual tools in distance
education
courses. Really? How?

This month I will discuss how to use audio/visual tools, hardware, and software along with the
Internet to make your online classroom more fun.

SOME EXAMPLES ARE:

Computer keyboard control (via teacher and student)
Graphics
Voice/Chatting

Preparation:

Teacher: Tools YOU will need

*SONIC BOOM Microphone Headset with Voice Activation
*Your Computer
*Sound Blaster Card, (Half or Full Duplex)
*Microsoft NETMEETING software (free)
*Internet Connection (ISP)

Students: Tools STUDENTS will need:

*Sound Blaster Card, (Half or Full Duplex)
*Computer Speakers (optional, but not necessary)
*Hand Held Mic (YUK!) You really don't need this!

** Recommend: SONIC BOOM Microphone Headset with Voice
 Activation with built in speakers. (or compatible)**
*Microsoft NETMEETING software (free)

*Internet Connection (ISP)

You have access to the World Wide Web right?. Go to the website http://www.microsoft.com and download the software NETMEETING.   NetMeeting is "free" from Microsoft and runs with Windows 95 (32-BIT) OS (operating system.)

NetMeeting allows you to not only "talk-live" to your students, but it also allows you to demonstrate keyboard interaction with your student.

COLLABORATING TIPS:

To allow others to work with your shared applications

On the Tools menu in NetMeeting, click Collaborate.

To stop the person who has control of the shared application from making changes, press ESC.

To stop people from making changes when you have control of the shared program, click the Tools menu, and then click Work Alone.

SETUP A CONFERENCE

To share an application with other people in the conference

(1.) If the application is not running, start it.

(2.) On the Tools menu in NetMeeting, click Share Application,
      and then click the name of the application.
    When you have finished sharing the application, click Share
      Application, and then click the application you want to stop sharing.

Notes:

If you share a Windows Explorer window, such as My Computer or a folder on your computer, you will be sharing all the Windows Explorer windows you have open. Also, once you have shared a Windows Explorer window, every application that you start while you are still in the conference will also automatically be shared with participants in the conference.

If you don't want others in the conference to take control of the application you have shared, click
the Tools menu, and then click Work Alone. You might also have to click the mouse button or press a key to regain control of your computer.

TO WORK WITH AN APPLICATION SHARED BY SOMEONE ELSE:

On the Tools menu in NetMeeting, click Collaborate.

TIP:

You can also take control of the application by double-clicking the application window.

DISPLAYING GRAPHICS, SUCH AS CHARTS/TABLES/MAPS:

If you want to display a graphic to your students over 2,000 miles away, simply display your graphics as a shared application. One example of this is WINDOWS PAINT, or any other Windows based graphic software. I like Paint Shop Pro for Windows. :-)

VOICE/CHATTING:

For quality voice chatting be sure to use a "SONIC BOOM Computer Headset." - Bi-Directional.

The reason for this is:

(1.) It has built-in speakers

(2.) Your voice quality releases itself as crystal clear and you don't sound like you have a frog in your throat.

(3.) You don't have a problem with background noise.

(4.) It gives you "hands-free" operation.

For more information on SONIC BOOM Microphone Headsets, go to website:

http://www.koss.com

Request a free catalog to be mailed to you. Or call them toll free:
800-USA-KOSS. They also offer a life time "no questions asked" warranty.

I use model # SB/30. It's fantastic!

The above listed items are only a taste of what you can do with audio/visual aids for distance education courses. If you use this article please mention my name and give me credit where credit is due! I hope you like these tips and I welcome your comments!

P.S.

I collect post cards as a hobby. Please send me a post card of your city:

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