Welcome to the Invite video conferencing village

The Invite video conferencing village web site is a project and wider educational and training community resource. It aims to bring together and share ideas on current practices in video conferencing. Its broad focus covers ideas and methods for communication in learning, teaching and training, but this may also include some technical ideas and issues.

On the developing practice pages, you will find practical information:
- setting up video conferences
- ideas to support learning, teaching and training
- links to other useful resources
- short papers and essays on:
  - aspects of communication in video conferencing communities
  - usability of video conferencing technical equipment

While this includes ideas created as a part of the Invite Project, we also welcome you to submit other resources and ideas for inclusion. Copyright for submitted work is retained by the author and all work will be acknowledged and credited to authors. These pages will be edited periodically and all current work will be archived, to create an extensive collection of online papers and resources.

We have recently set up a new Google groups discussion forum to build on and disseminate the results of the Invite Project. We would like to know your views on how we are approaching video conferencing to open up a wide scale discussion of developing practice in this area.

Feel free to contact us with ideas and suggestions.

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Invite Video Conferencing

Welcome to the village

> Developing practice in video conferencing

Share your own links and ideas

NEW! Discussion group: Invite-VCV

- Send an e-mail to request membership
- Please include
  - Name
  - Organisation/institution
  - Main interest in video conferencing

Quick guide November, 2008:

- Types of VC
- Equipment and communication

Extracts from the Invite Video Conferencing Quick Guide, sections 1 & 2

Types of VC

- Meeting (business, project, planning, etc.)
- Discussion
- Lecture
- Lesson
- Seminar
- Presentation
- Demonstration
- Any combination of the above
- Other (e.g. dramatic performance, poetry recital, personal chat)

Do you use video conferencing? One of the important issues with video conferencing is to be aware that there are very few limits to the types of interaction that can take place. The limitations are mostly set by technology and by users themselves.

http://users.aber.ac.uk/jpm/invite/practice.htm

26/11/2008
The Invite VC Village encourages creative use of video conferencing and we would like to hear how you use it in your own educational and training programmes, or any other communication events.

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**Equipment and communication**

<table>
<thead>
<tr>
<th>Facilitator/Chairperson</th>
<th>Console</th>
<th>Camera</th>
</tr>
</thead>
<tbody>
<tr>
<td>The person who chairs the VC is usually the one who takes responsibility for making the connections. Each location also has a Facilitator. One may also be the Chair.</td>
<td>Make sure you are familiar with features of the console and that everything is switched on and working.</td>
<td>The camera is usually situated close to the screen to make it easy to see local preview and remote participants.</td>
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<thead>
<tr>
<th>Microphone (Mic)</th>
<th>Remote control</th>
<th>Document Camera</th>
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<tbody>
<tr>
<td>The mic is very sensitive. You don't need to shout to be heard. Equally, whispering can also be heard. Speak normally and mute the mic for private conversations.</td>
<td>Make sure you are familiar with features of the remote control. Practice using it in preview mode before you go live.</td>
<td>The document camera is very useful for showing physical objects and printed papers. You can demonstrate small technical processes through it as well (how to make things, how to repair things).</td>
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</tbody>
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[http://users.aber.ac.uk/jpm/invite/practice.htm](http://users.aber.ac.uk/jpm/invite/practice.htm)
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<th>Eye-contact</th>
<th>Turn-taking</th>
<th>Zooming</th>
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<tr>
<td>Try to make eye contact with remote participants. Look at the camera when you speak rather than the preview screen.</td>
<td>Avoid dominating the video discussion, unless you are lecturing of course.</td>
<td>Practice zooming on speakers with the remote control. If you have a large group of participants, speakers tend to disappear into the background.</td>
</tr>
</tbody>
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Adapted from the "Video Conferencing Quick Guide"


How to obtain a printed copy of the Quick Guide featuring all 8 sections

http://users.aber.ac.uk/jpm/invite/practice.htm