

**Subject:** Additional Resources for Preparing to Teach Remotely  
**Date:** Monday, March 16, 2020 at 4:18:02 PM Eastern Daylight Time  
**From:** Rai, Sanjay K  
**To:** Rockville Faculty{FT&PT}, Germantown Faculty{FT&PT}, Takoma Park Faculty{FT&PT}, Academic Affairs Staff and Administrators  
**Attachments:** Zoom Videoconferencing jobaid rev.pdf, Webinar\_descriptions.docx

Colleagues,

As we are all deeply engrossed with our first CW remote working day, and preparing for teaching and learning remotely beginning next Monday, I am pleased to share some additional information that may be helpful to you:

- Remote teaching tools:
  - <https://www.montgomerycollege.edu/offices/elite/emergency-remote-teaching-guidelines.html>
  - Blackboard and Blackboard Collaborate training: ELITE staff will be available on live Collaborate session; there are no face-to-face sessions this week
- Webinars on Remote Training: new additions on MC Learns this week
  - Strategies and Tips for Remote Teaching
  - Blackboard Essentials for Beginners
- Zoom – Create Account
  - Click on <https://montgomerycollege.zoom.us>
  - Click on the “Sign-In” button
  - Enter your MyMC ID
  - Enter your MyMC Password
  - Finally, Click on “Sign In” to complete your Zoom account registration
  - For additional help, <https://info.montgomerycollege.edu/offices/information-technology/work-from-home/>

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