

Flexible Attendance

You teach via Zoom at a regularly scheduled time and your students have the flexibility to join you during class or participate asynchronously.

Who is this format for?

1. Instructors who want to extend their impact to students around the globe in all time zones
2. Instructors who want their students to share ideas with others who are from different parts of the world
3. Students who need to fit their learning into busy or unpredictable schedules
4. Students who live in time zones where it is difficult for them to attend during the scheduled class time

What type of course is this format best for?

1. Interactive lecture
2. Courses with larger enrollments

How can I teach in this format?

1. **Instructor Location:** You teach using a computer from any suitable location with good internet connection.
2. **Student Participation**
 - a. Some students will join you in Zoom during the regularly scheduled time while others watch a recording.
 - b. Students can switch between synchronous and asynchronous attendance from class to class.
 - c. Asynchronous students benefit from encouraging their participation and interaction with teaching staff and their peers.

3. **Class Size:** There are usually fewer than 45 students, but some courses have large enrollments.
4. **Your Zoom Classroom:** The Teaching and Learning team will create your Zoom class meeting (you must have a Harvard Zoom account). You and your students access the Zoom class and recordings via your Canvas site.
5. **Recordings:** Classes are automatically recorded and published on your Canvas site by our production department. Keep in mind:
 - a. Students can switch between participating live via Zoom or watching the recording.
 - b. Remember to engage asynchronous students who watch the recordings.
 - c. When planning your course, create opportunities for your asynchronous students.

Want help?

[Sign up](#) for a Teaching Online with Zoom consultation