

Working Remotely

Tools for Teaching and Learning



There are a number of collaboration tools that you can use to stay connected to colleagues, clients, and students while working remotely. Below is a list of UBC IT recommended collaboration tools to get you started:

Tools for Teaching and Learning

Visit <https://keep Teaching.ubc.ca> for more information

Tools	What it's Used For	How to Get Started
Collaborate Ultra (for Canvas)	<ul style="list-style-type: none">Delivering online courses on the Canvas platformHosting office hours and meetings in CanvasSessions can have a maximum of 6 participants using video at the same time and up to 250 participants in one session	<ul style="list-style-type: none">Contact collaborate.support@ubc.ca for questionsVisit https://lthub.ubc.ca/guides/web-conferencing/ for more information
Zoom	<ul style="list-style-type: none">Delivering online coursesHosting office hoursHosting larger meetings via audio and video conference calls for groups up to 300 peopleDelivering webinars for up to 500 or up to 1000 participants	<ul style="list-style-type: none">Contact UBC IT AV Help Desk av.helpdesk@ubc.ca to create an UBC account. Note: Faculty members will need to provide additional information in their request. Visit https://keep Teaching.ubc.ca/lectures/ for details.Visit www.it.ubc.ca/telecommute for more information

Other ways to communicate with students:

On Canvas:

- » Create discussions on Canvas Discussion Boards
- » Create an announcement
- » Send messages

On Faculty Service Centre:

- » Send emails to your students