Synchronous Learning Cheat Sheet
(but all of this is good for in-person learning, too)
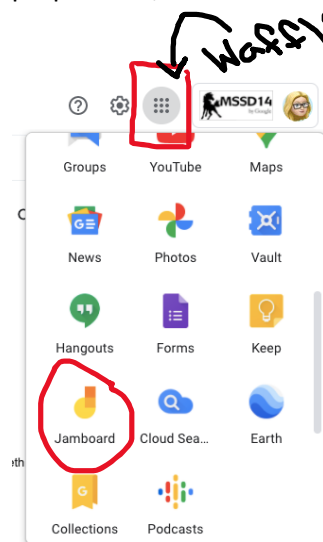
Extend Your Screen (instead of Mirroring):
- Allows you to project or share your screen through the apple tv display/monitor while being able to see your google meet (or other tabs) on your laptop screen.

1.) Display/monitor must be on and connected to AirPlay screen
2.) Apple Menu → System Preferences → Display → 'Arrangement' Tab →
Uncheck "Mirror Display"
3.) Click and drag the tab/document you want to show the class across your laptop screen, and onto the display/second monitor

Create a JamBoard
- A JamBoard is an interactive whiteboard. Students and teachers can collaborate on it in real time.

1.) Go to your google account (drive or gmail)
2.) Click the waffle and scroll down to JamBoard
  → you can also go to jamboard.google.com
3.) Click the + in the bottom right corner.
4.) Name it.
5.) Share it.
   a. When sharing, be sure to change the permission from 'viewer' to 'editor.'
   b. Share the link via Canvas or the Google Meet chat

Creating a Poll in Google Meet
- Utilize the Poll feature to keep engagement and get fast formative feedback
- You cannot save Poll questions before the Meet is launched, so be sure to have your questions written ahead of time and ready to be typed.
1.) Launch your Google Meet.
2.) Click the 3 Shapes icon near the chat button.
3.) Click 'Polls' → Start a Poll → Type your question.
(At this point, you can Launch the poll to the Meet attendees or save it for later in the class.)
4.) Voila! Fast and easy formative assessment.
**Once you end the Google Meet, you'll get an email with the Poll results in a Google Sheets file, with the question responses, student-by-student.