

Feedback from Hybrid Sessions, August Flex Week

Zoom link is hard to find in ProLearning

I was curious about the feedback for my session from the folks who joined on zoom since I only had 3 people show up in-person, but I didn't receive any specifically on that in the evaluation. Maybe adding a question on the format of the session to the evaluation might give better insight in the future?

In terms of technology, I do think a second monitor would help everything run more smoothly since one doesn't allow the presenter to keep track of the chat or view the zoom participants while sharing a powerpoint presentation. I was also initially concerned about needing a mic, but since I was standing in front of the computer, I didn't have any issues with that. But I do think someone who maybe prefers to walk around while presenting will need one. If both of those are available through IT, maybe a reminder to folks who are presenting to submit requests ahead of time would be helpful.

You're welcome!! This is the camera IT has been experimenting with. Not sure how many IT has, or if other areas have these. Might be good to know how many are around and where, since they're ~\$839!

https://www.amazon.com/Logitech-MeetUp-Conferencing-System-Meeting/dp/B072JQ98DF/ref=sr_1_3?crid=32S91DMZJGQBF&keywords=logitech+meetup+camera&qid=1662651460&prefix=logitec+meet+up%2Caps%2C125&sr=8-3

Sound is crucial. I couldn't move from the presenter microphone, so without additional set up from Andy (who brings a microphone), sound is problematic. And even *with* a microphone, the sound has been problematic in the past -- sometimes it's just not loud enough for the folks on Zoom, in my experience. Thanks!

One more thing: I think it's best to have two presenters, or one presenter and a helper. That way, one person can monitor Zoom and the chat, and the other can focus more on in-person participants.

The library's prior hybrid events have all gone fairly smoothly. We had a much larger turnout during Flex Week and realize we should have requested a separate camera/speaker from IT as we've done in the past. You were there, so you know that we had a strange glitch with the ref desk computer—the camera didn't work and so Zoom participants couldn't see Dave or me, or anyone in the room. Having a separate camera might have helped!

Also: If there are multiple presenters, consider setting up an event-specific link versus using one presenter's personal Zoom room, and set up multiple hosts ahead of time rather than trying to switch hosts during the event. (We really goofed on our Flex session, because the computer was logged in as me, but we were using Dave's Zoom link and when we realized that, it was too late to re-login and we weren't able to change the host).

The library is looking into purchasing our own camera/speaker since we host multiple events per year. Otherwise, I think we'd recommend submitting a request to IT a few weeks ahead of time to ensure camera/speaker are available on the day of the event. It was helpful to have Andy help set up and items a few days before to test that they work in the space. We had Andy come back to help with setup on the day of the event (30-60 minutes before start time) for our first few hybrid events until we got the hang of doing it ourselves—after that, we just needed to request use of the camera/speaker.