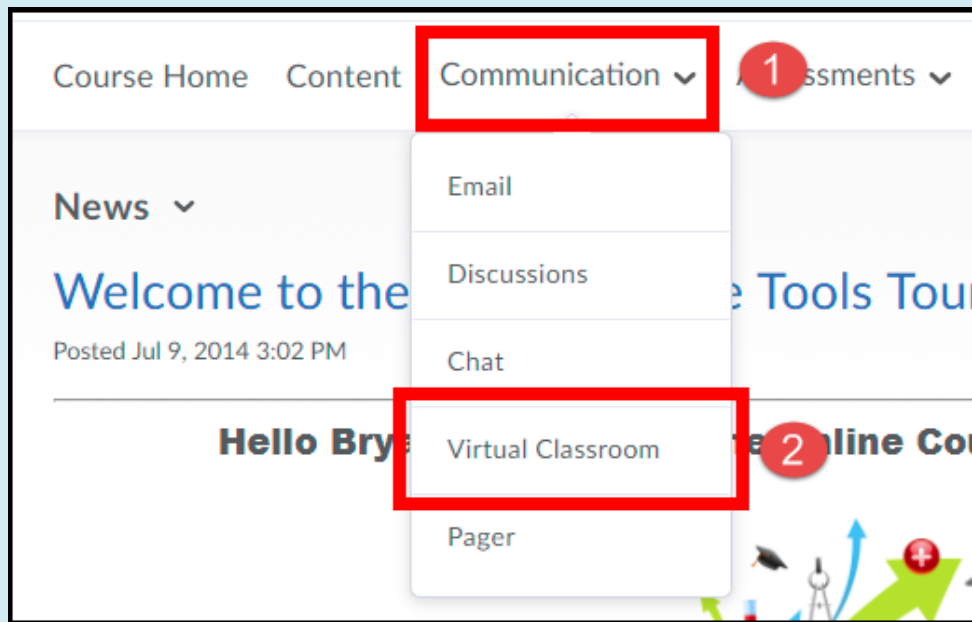


Virtual Classroom

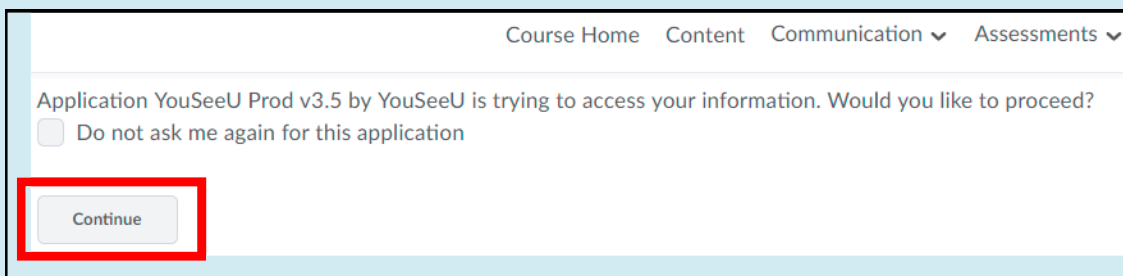


The Virtual Classroom tool allows you to access and participate in any online class meetings or sessions scheduled by your instructor.

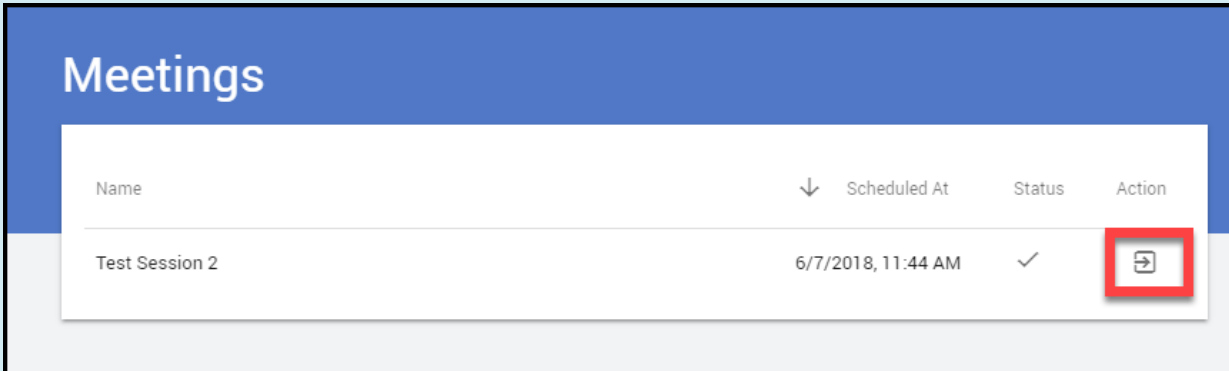
1. Click on **Communication** (1) and select **Virtual Classroom** (2) from the drop-down menu.




2. If you receive the message below, click on the Continue button, if not continue to the next step.



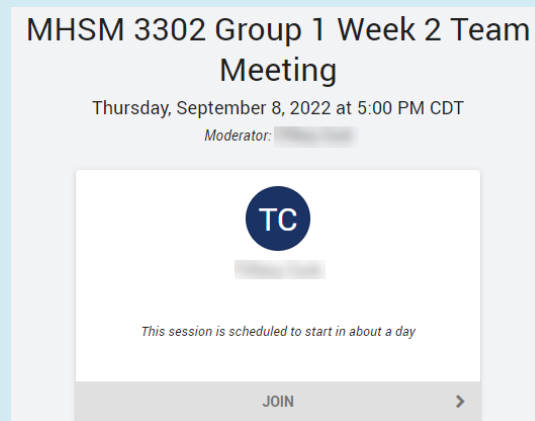
3. You will see a list of scheduled meetings. Click on **Launch**  for the specific meeting you wish to enter.



Name	Scheduled At	Status	Action
Test Session 2	6/7/2018, 11:44 AM	✓	

4. Click JOIN to enter the meeting.

NOTE: You will not be allowed to enter the room in till the exact time it is scheduled to start and only when your instructor has joined the meeting.



MHSM 3302 Group 1 Week 2 Team Meeting

Thursday, September 8, 2022 at 5:00 PM CDT

Moderator: [Redacted]

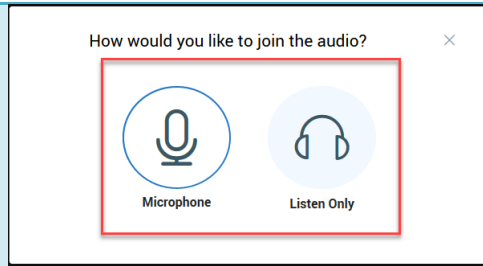
TC

This session is scheduled to start in about a day

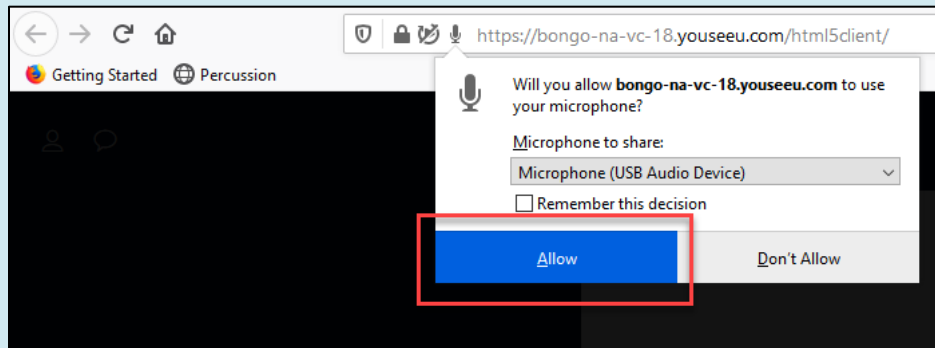
JOIN >

5. Choose how you would like to participate in the room, with **Audio** (listen and speak) or **Listen only**.

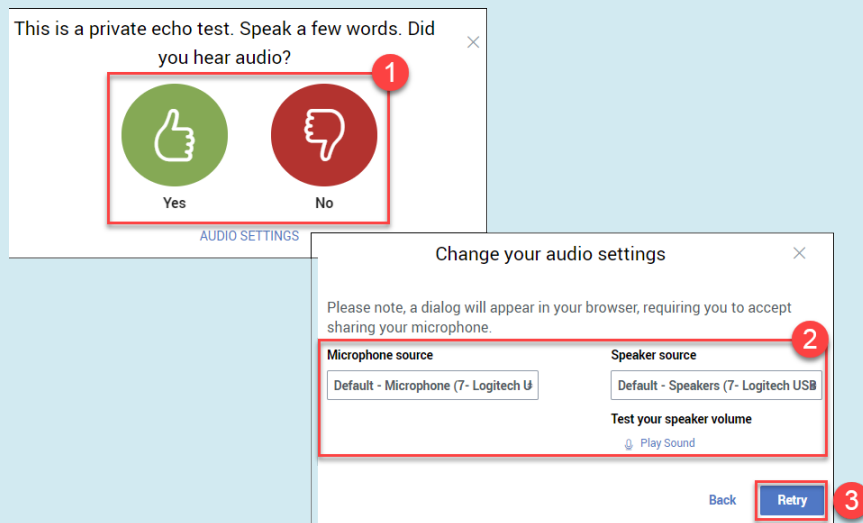




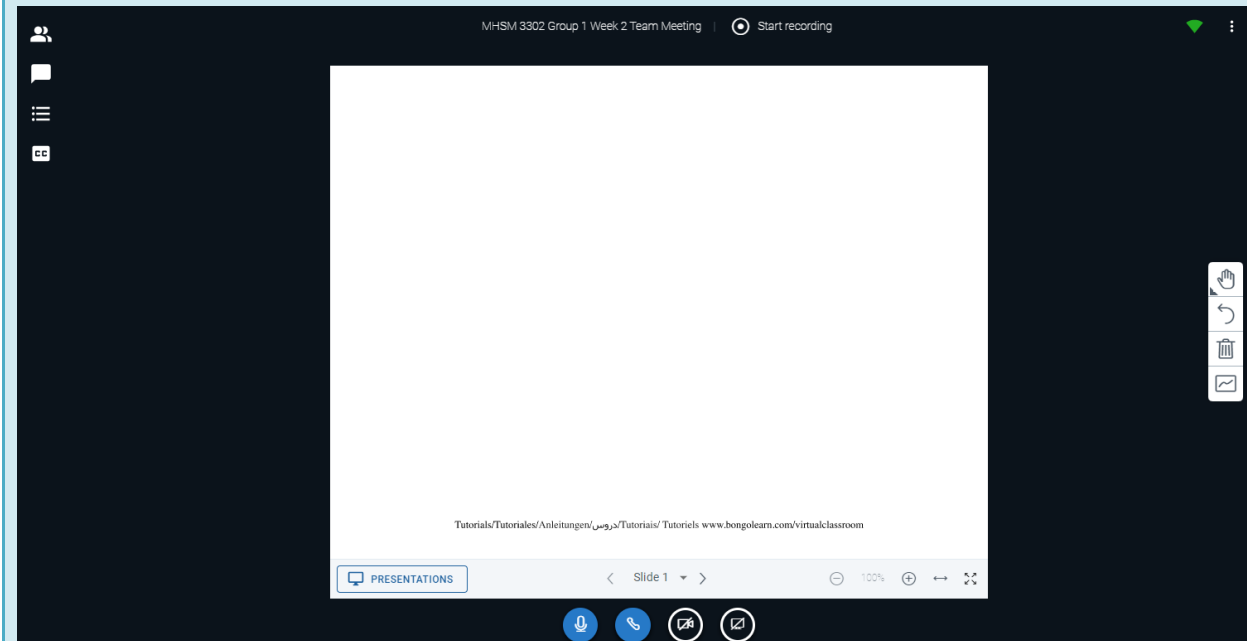
6. If joining the meeting using audio, **allow your microphone to be shared** during it.



7. If using audio, **verify that you can hear your audio (1)**. If you cannot hear your audio you will be prompted to choose your **Microphone source and Speaker source (2)**, and then click the **Retry** button (3).



8. You will now be inside the virtual Classroom where the scheduled meeting will take place.

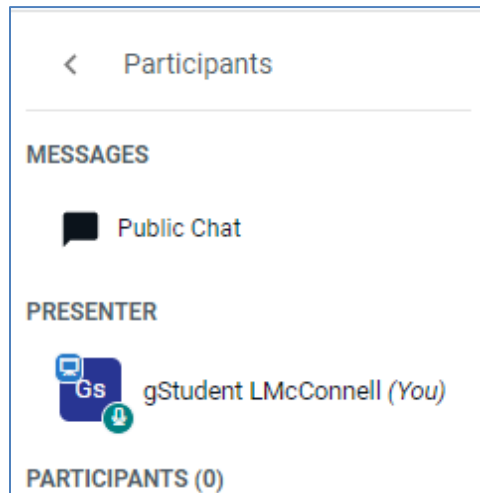


Working Inside the Virtual Classroom



Participants:

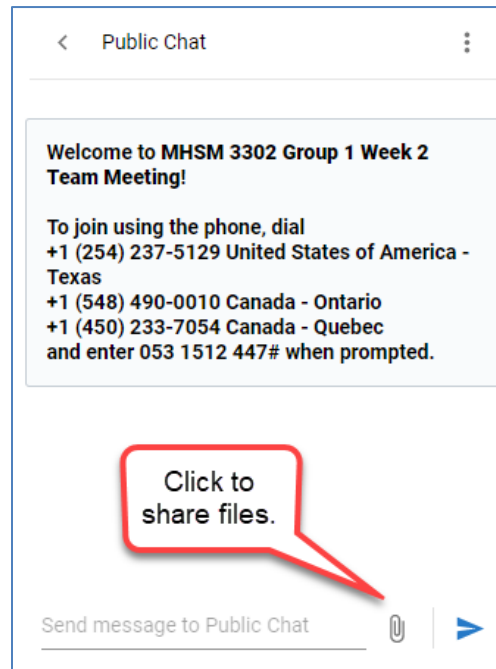
Displays the names of everyone currently in the virtual classroom. Clicking on a user's name will allow you to start a private chat with them.



Chat:

Allows you to chat with the participants of the virtual classroom.

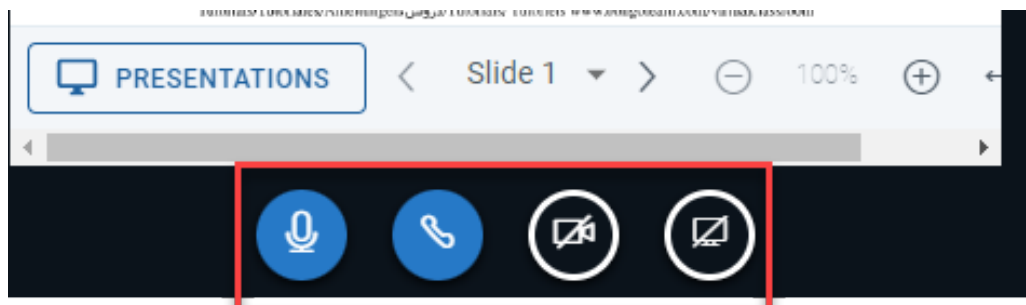




Manage Your Connection

Using these buttons allow you to control your connections during the session including, your audio, webcam, *sharing your desktop.

**Only granted access to if made a presenter by your instructor*

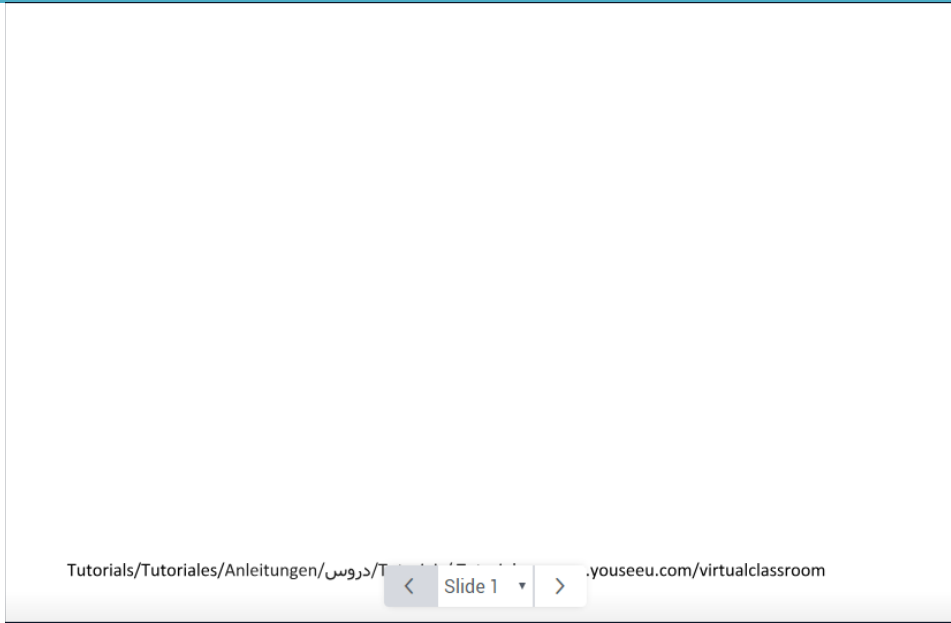


Presenter Content

This is the whiteboard where the content you present during the session will be displayed.

IMPORTANT: You will only have access to the whiteboard if granted permissions to be a presenter by your instructor.






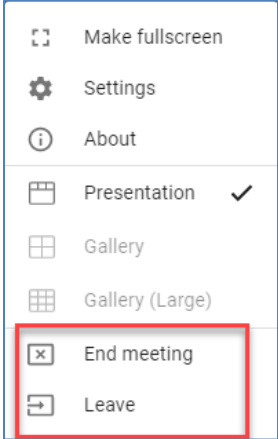
Tutorials/Tutoriales/Anleitungen/دروس/T...youseeu.com/virtualclassroom

< Slide 1 >

Settings



Clicking on the 3 dots in the upper right corner of the presentation window will allow access settings such as Ending the Meeting and Leaving the room.



- Make fullscreen
- Settings
- About
- Presentation ✓
- Gallery
- Gallery (Large)
- End meeting
- Leave

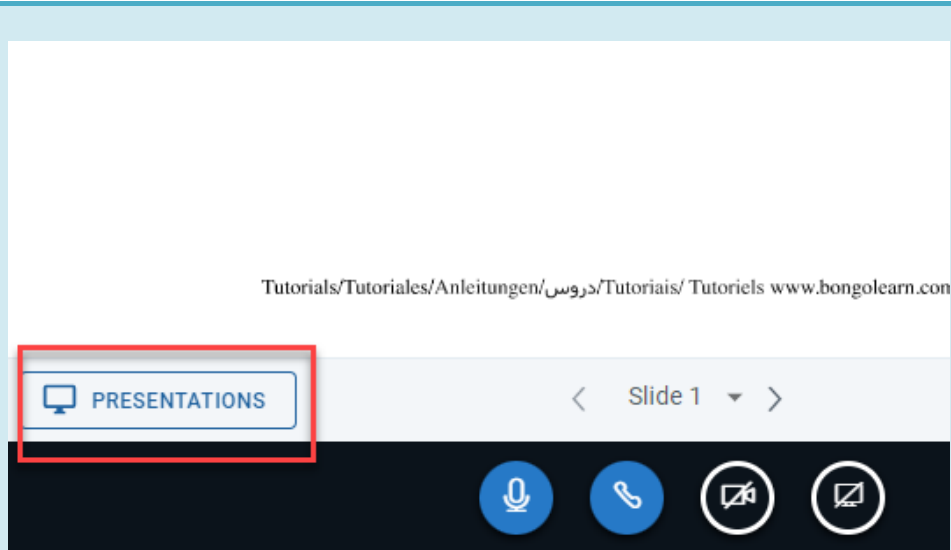
Uploading a Presentation

If and only if you are made a presenter, you have the ability to upload a file during a session to present to participants. The file can be in the form of a PDF, Word document, PowerPoint, or image (NO videos).

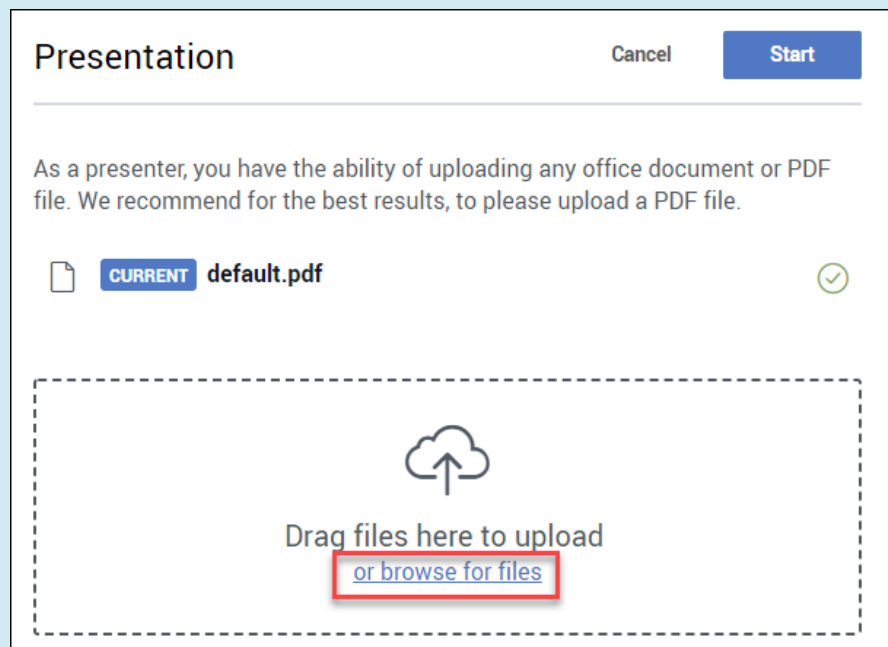


NOTE: Some files when uploaded and used for a presentation may be converted into a different format to make it easier for YouSeeU to display it.

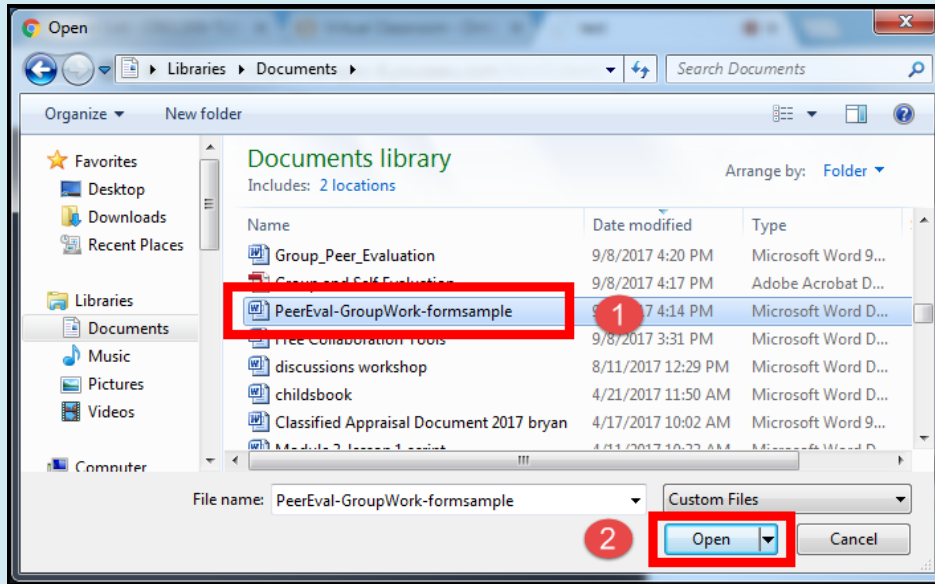
1. Click on **Presentations** button located in the lower left of white presentation screen.



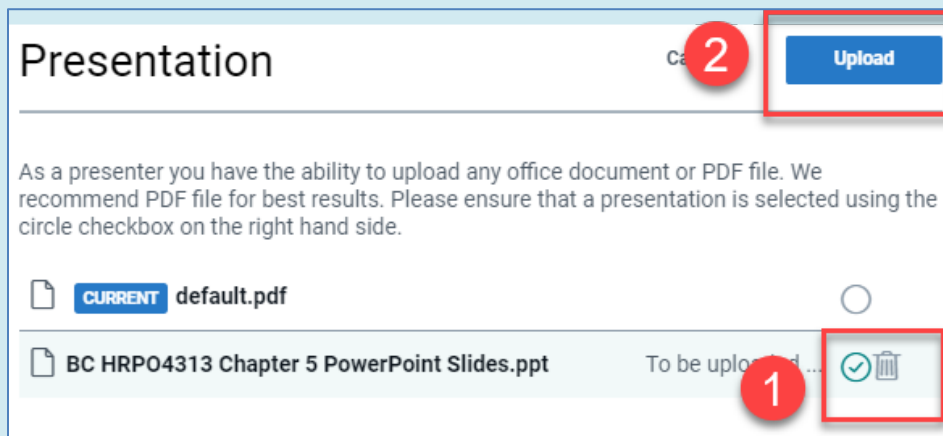
2. Click on "**or browse for files**" (or drag and drop your file).



3. Locate the file on your computer and click on it once (1) and then click the **Open** button (2).



4. The file from under the presentation list is auto selected (1) and click the **Upload** button (2).



- The file will convert to a PDF. Once it is finished you will now see the document displayed on the whiteboard for everyone to see (1). Use the navigation button to display the different pages of the document (2).

test

Peer Evaluation Form for Group Work

Your name _____

Write the name of each of your group members in a separate column. For each person, indicate the extent to which you agree with the statement on the left, using a scale of 1-4 (1=strongly disagree; 2=disagree; 3=agree; 4=strongly agree). Total the numbers in each column.

Evaluation Criteria	Group member:	Group member:	Group member:	Group member:
Attends group meetings regularly and on time.				
Contributed meaningfully to group discussions.				
Completed group assignments on time.				
Prepared work in a quality manner.				
Demonstrated a cooperative and supportive attitude.				
Contributed significantly to the success of the project.				
TOTALS				

< > Slide 1 ▾

Initiating a Poll

If and only if you are made a presenter, during a presentation you can initiate a poll to obtain participants' answers to a question.

IMPORTANT: The question to the poll must either be verbally asked or be included in the presentation itself. Initiating a poll in the Virtual Classroom only allows you to select the poll answer type.

- Click the 3 dots/lines icon on the right of the presentation window **Initiate a poll** (2).





2. Choose a **Poll type**.

NOTE: When *Custom Poll ...* is clicked, you will be prompted to enter polling choices. You may enter up to six answer choices for students to choose from.

< Polling

Select an option below to start your poll.

Yes / No	True / False
A / B	A / B / C
A / B / C / D	A / B / C / D / E

To create a custom poll, select the button below and input your options.

CUSTOM POLL



3. The poll will be initiated and the live results for the poll will be displayed to you.

Leave this panel open to see live responses to your poll. When you are ready, select 'Publish polling results' to publish the results and end the poll.

Yes	0	0%
No	0	0%

Done

STOP/PUBLISH POLLING RESULTS

STOP POLLING

Users Response

4. To display the results of the poll to participants during the presentation click the **Stop Poll and Publish Results** button.

Done

STOP/PUBLISH POLLING RESULTS

STOP POLLING

Sharing your Desktop

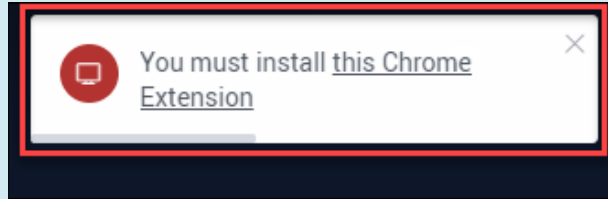
While in the virtual classroom, if and only if you are made a presenter, you have the ability to share the screen on your desktop so participants can see it.

IMPORTANT: If you run into issues attempting to share screen you might want to use Google Chrome if to share your desktop.

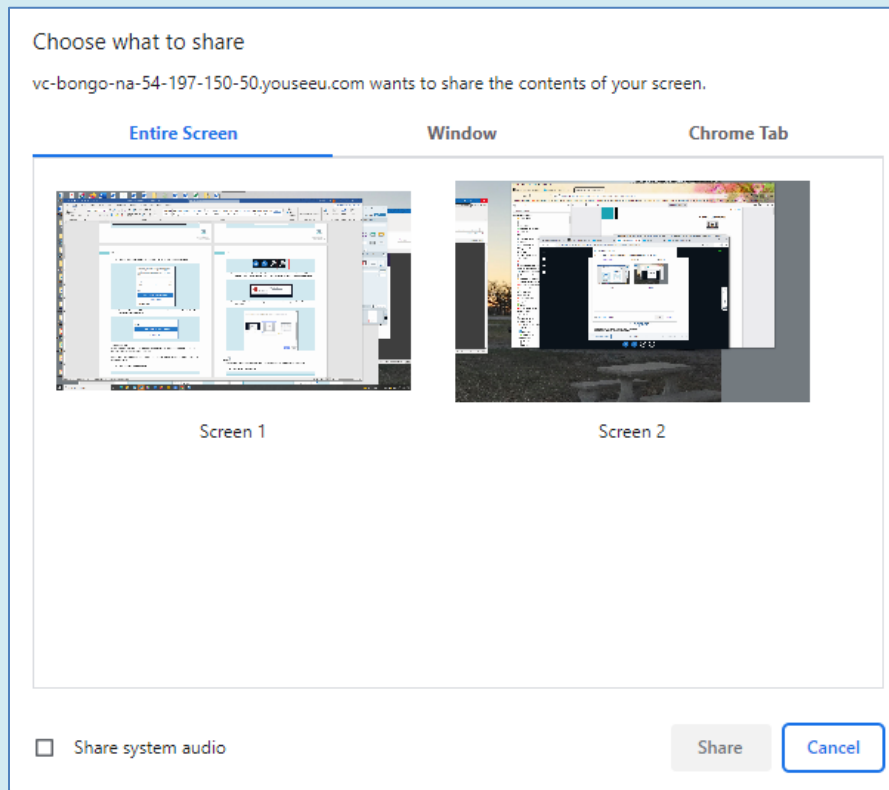
1. Click the **Share desktop** button.



2. You may need to install either the Firefox or Chrome extension (depending on which browser you are using) in order to share your screen by clicking any pop-up that appears.



3. Once you follow the necessary steps to download the extension, you will be able to share your screen. Select what you would like to share and click the **Share** button.



Tools

If made a presenter during a presentation, you have the ability to draw and annotate on the screen.

1. View presentation **Tools** located to the right of the presentation screen. Click on the Hand icon.





2. The annotation toolbar will open, and you will have several drawing tools to choose from:



Pan

The first tool that is automatically selected and provides you with a pointer on your cursor to draw emphasis to items you point to.



Pencil

The second tool which can be used to draw or write on the presentation. To use the tool you will click down and drag your mouse to draw your image, or write what you wish.

Additional Pencil Annotation Tools



Drawing Thickness: This tool allows you to change the thickness of the pencil and of the borders of the shapes you draw.



Colors: This tool allows you to change the color of the pencil and of the shapes that you draw.



Shapes

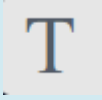
The next three tools allow you to draw a *rectangle*, *triangle*, or *circle* within the whiteboard or presentation. To use the tool you will click down and drag your mouse to make the size of the shape you wish.



Line



The sixth tool allows you to draw a line within the presentation. To use the tool you will click down and drag your mouse to make the size of the line you wish.



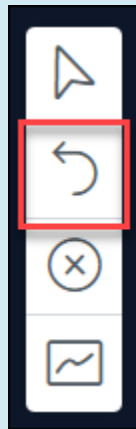
Text box

The seventh tool allows you to draw a text box within the presentation. To use the tool you will click down and drag your mouse to make the size of the text box you wish. You will then be able to type within the box. You can change the size of the letters and the color in the menu above the text box. Note: Make sure to make the text box big enough for what you wish to write as you will not be able to resize it afterwards.

Undo Annotation

If made a presenter during a presentation, you have the ability to clear the last annotation action you made on the whiteboard or presentation space.

1. Click on the **Undo Annotation** button.



2. The last annotation you made on the whiteboard will be undone.

Clear All Annotations

If made a presenter during a presentation, you have the ability to clear/erase all annotations made on the whiteboard or presentation space. When you use this function it will only clear the annotations within the page that you are on. This will not affect other pages of the whiteboard or presentation.



1. Click on the **Clear All Annotations** button.



2. All the annotations you made on the whiteboard will be erased.



Turn multi-user mode on

During a presentation you have the ability to allow all users to annotate on the whiteboard or presentation space. When a user makes annotations their name will be displayed on the whiteboard or page to identify they are making the annotations.

1. Click on the **Multi-user mode** button.



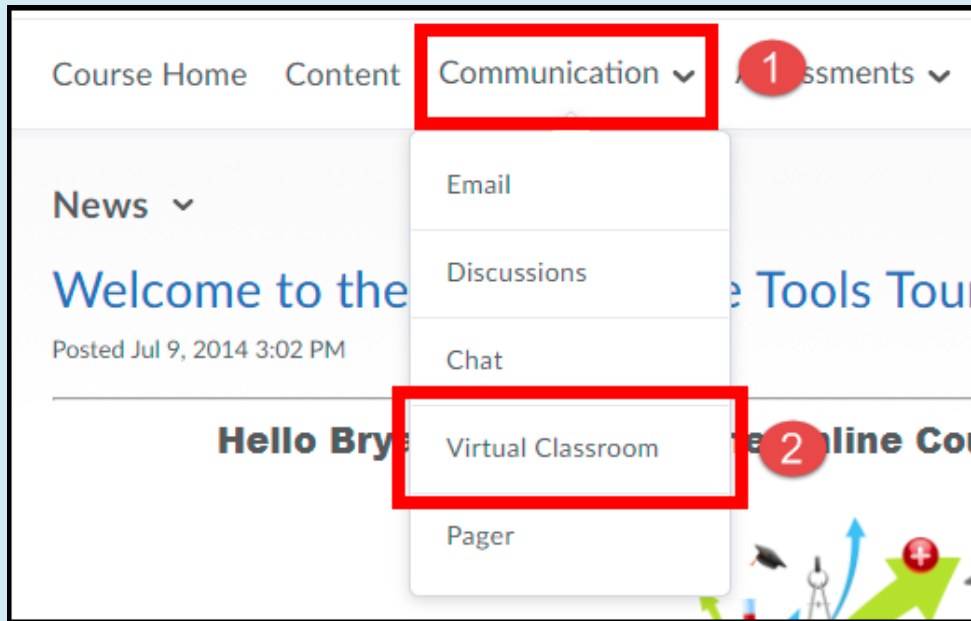
2. Users will be able to make annotations on the whiteboard or page.








Accessing Recorded meetings.

If your instructor has recorded a meeting, you can view it from the Virtual Classroom Tool when needed.


1. Click on **Communication** (1) and select **Virtual Classroom** (2) from the drop-down menu.

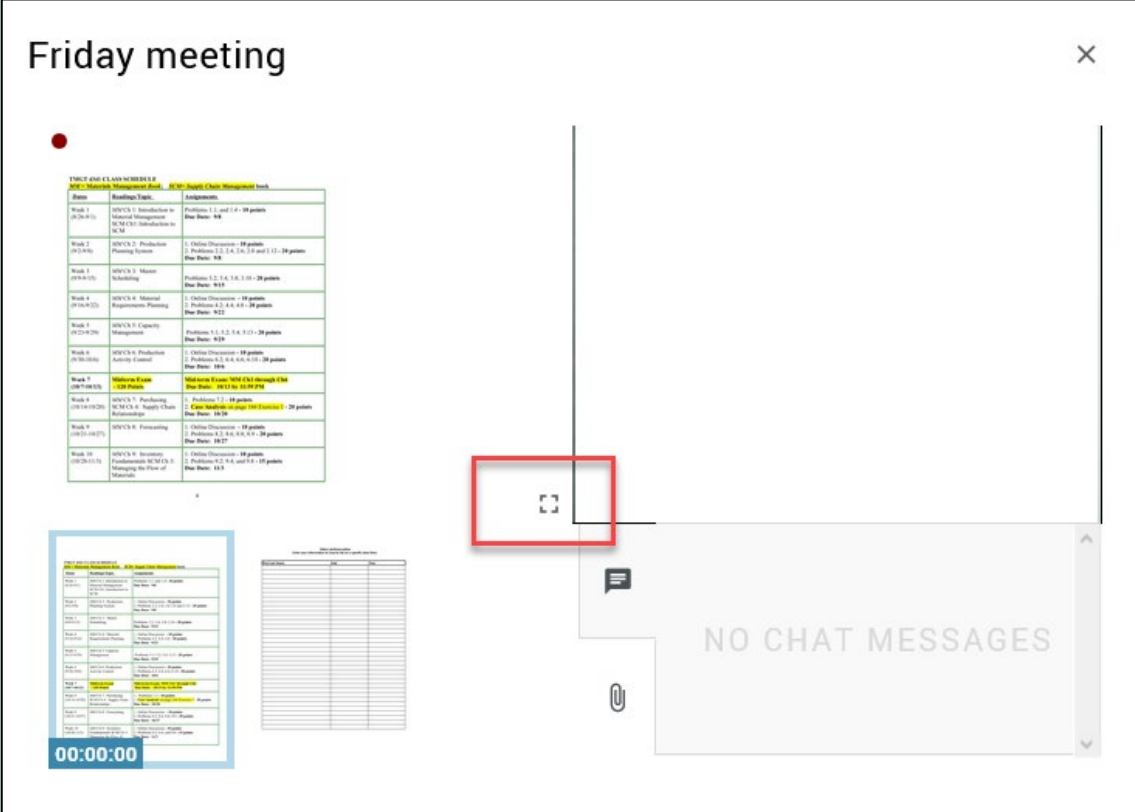


2. From the list of *Class Meetings*, if a meeting has been recorded the **Preview Recording** icon  will appear under the Action column for it. Click on this icon.

Meetings				
Class Meetings				
Title	Scheduled At	Status	Action	
Why to use VC	1/8/2020, 1:52 PM	✓		
Friday meeting	10/30/2019, 9:15 AM	✓		



3. From the Window that appears, click on the **Full screen** icon  located near the middle of the screen.



Friday meeting

TMCC 430 CLASS MEMBERS **TMCC Supply Chain Management** track

Week	Readings/Topic	Assignments
Week 1 (07/26-31)	TMCC 1 - Introduction to Supply Management TMCC 1 Introduction to SCM	1. Online Discussion - 10 points Due Date: 08/01
Week 2 (08/07-12)	TMCC 2 - Production Planning System	1. Online Discussion - 10 points 2. Problems 2.1, 2.4, 2.7, 2.8 and 2.11 - 10 points Due Date: 08/14
Week 3 (08/14-19)	TMCC 3 - Master Scheduling	1. Online Discussion - 10 points 2. Problems 3.1, 3.4, 3.6, 3.10 - 10 points Due Date: 08/21
Week 4 (08/21-26)	TMCC 4 - Material Requirements Planning	1. Online Discussion - 10 points 2. Problems 4.1, 4.3, 4.9 - 10 points Due Date: 08/28
Week 5 (08/28-31)	TMCC 5 - Capacity Management	1. Online Discussion - 10 points 2. Problems 5.1, 5.2, 5.4, 5.11 - 10 points Due Date: 09/04
Week 6 (09/04-09)	TMCC 6 - Production Activity Control	1. Online Discussion - 10 points 2. Problems 6.1, 6.3, 6.4, 6.8, 6.10 - 10 points Due Date: 09/11
Week 7 (09/11-16)	Midterm Exam TMCC 7 - TMCC 7-10	Midterm Exam: TMCC 7-10 through 10M Due Date: 09/15 by 10:00 PM
Week 8 (09/18-23)	TMCC 8 - Purchasing TMCC 8 - Supply Chain Relationship	1. Problems 7.1 - 10 points 2. Case Material: TMCC 8-10 (1000000) - 20 points Due Date: 09/26
Week 9 (09/25-30)	TMCC 9 - Forecasting	1. Online Discussion - 10 points 2. Problems 9.1, 9.3, 9.8, 9.9 - 10 points Due Date: 10/02
Week 10 (10/02-07)	TMCC 10 - Inventory Fundamentals of TMCC 10 - Managing the Flow of Materials	1. Online Discussion - 10 points 2. Problems 10.1, 10.4, and 10.8 - 10 points Due Date: 10/09

00:00:00

NO CHAT MESSAGES

4. The meeting will open in full screen mode and you will be able to play it.



TMGT 4341 CLASS SCHEDULE

MM = Materials Management Book; SCM = Supply Chain Management book

Dates	Readings/Topic	Assignments
Week 1 (8/26-9/1)	MM Ch 1: Introduction to Material Management SCM Ch1: Introduction to SCM	Problems 1.1; and 1.4 - 10 points Due Date: 9/8
Week 2 (9/2-9/8)	MM Ch 2: Production Planning System	1. Online Discussion - 10 points 2. Problems 2.2; 2.4; 2.6; 2.8 and 2.12 - 20 points Due Date: 9/8
Week 3 (9/9-9/15)	MM Ch 3: Master Scheduling	Problems 3.2; 3.4; 3.8; 3.10 - 20 points Due Date: 9/15
Week 4 (9/16-9/22)	MM Ch 4: Material Requirements Planning	1. Online Discussion - 10 points 2. Problems 4.2; 4.4; 4.8 - 20 points Due Date: 9/22
Week 5 (9/23-9/29)	MM Ch 5: Capacity Management	Problems 5.1; 5.2; 5.4; 5.13 - 20 points Due Date: 9/29
Week 6 (9/30-10/6)	MM Ch 6: Production Activity Control	1. Online Discussion - 10 points 2. Problems 6.2; 6.4; 6.6; 6.10 - 20 points Due Date: 10/6
Week 7 (10/7-10/13)	Midterm Exam - 120 Points	Mid-term Exam: MM Ch1 through Ch6 Due Date: 10/13 by 11:59 PM
Week 8 (10/14-10/20)	MM Ch 7: Purchasing SCM Ch 4: Supply Chain Relationships	1. Problems 7.2 - 10 points 2. Case Analysis on page 166 Exercise 1 - 20 points Due Date: 10/20
Week 9 (10/21-10/27)	MM Ch 8: Forecasting	1. Online Discussion - 10 points 2. Problems 8.2; 8.6; 8.8; 8.9 - 20 points Due Date: 10/27
Week 10 (10/28-11/3)	MM Ch 9: Inventory Fundamentals SCM Ch 3: Managing the Flow of Materials	1. Online Discussion - 10 points 2. Problems 9.2; 9.4; and 9.8 - 15 points Due Date: 11/3

