

**Using Zoom for Learning with Older Adults - Apart but Together**  
**Produced by Carol Burnett, May 2020**

**My Motivation:**

- To feel useful, contribute during Covid 19 and beyond
- Share my passion for Lifelong Learning
- Demonstrate how older adults can continue to learn in groups when they cannot meet physically
- Help people re-connect with friends, family and fellow learners using the on-line platform called Zoom
- My own personal development by learning new skills, especially around digital literacy
- Facilitate learning about Zoom and share subjects of special interest to me
- Explore ways that learners who do not use or have access to digital technology can still engage in learning

**Zoom Learning Programme Objectives**

Work with small groups, ideally from the same organisation, over 4 X 1-hour sessions for individuals to:

- Identify and use a device and operating system in order to access Zoom
- Open a free Zoom account
- Join a Zoom meeting
- Schedule and invite people to a Zoom meeting using the device of their choice
- Manage a short Zoom meeting and gain confidence in using the meeting room settings
- Screen share and show one or more of the following: a picture, a short Power Point presentation, an audio-visual clip
- Discuss the privacy implications of Zoom for their organisation and produce a policy
- Discuss the cost and resource issues and agree a strategy
- Agree and publish a Zoom meeting etiquette