

# 8 tips for online courses at HSBI



## Use a strong Internet connection.

This ensures that you can easily hear and see the lecturer in video conferences. You can use our campus Wi-Fi (eduroam), for example.



## Use a laptop /desktop PC.

Video conferences aren't optimised for mobile phones. If possible, use a laptop or desktop PC instead (you find PCs for students in the library).



## Have your camera on.

If possible, have your camera on in Zoom meetings so that communication is easier and more personal.



## Have your real name (latin alphabet) as user name.

This helps lecturers to identify you in a video conference. To change your user name, hover over the video of yourself, click on the three dots in the upper right corner and then on "rename."



## Mute yourself unless you want to say something.

Open mics cause a lot of noise in video conferences. Click on the microphone icon in your Zoom control bar to mute yourself if you're not speaking and to unmute yourself if you want to speak.



## Raise your (virtual) hand if you want to contribute.

If you want to ask a question or give an answer, use the "raise hand" option. You find it in your Zoom control bar in the "reactions" section. Click on the icon again to lower your hand.



## Check e-mails and the ILIAS course room.

Your lecturers will send you important information via your HSBI e-mail address and provide study material in the virtual course room on ILIAS. Check both regularly.



## Ask for support

In case of questions or problems, ask your lecturer or other students for support.