



MEMORANDUM DCD #24, 2021-22

To: Chairs, University of Toronto Scarborough
Cc: Chairs' Assistants, Undergraduate Coordinators & Departmental Assistants
Adon Irani, Manager, Educational Innovation & Academic Initiatives
Blake Markle, Manager, Event, Filming & Classroom Experience
From: Professor Katherine Larson, Vice-Dean Teaching, Learning, & Undergraduate Programs
Professor David Zweig, Acting Vice-Dean Recruitment, Enrolment & Student Success
Date: 27 January 2022
Re: **WebOption for Winter Courses**
Note: For distribution broadly

Dear Chairs,

As we prepare to return to campus in the coming weeks, we are writing to let you know that we have some WebOption videographer units still available for Winter courses. If instructors in your departments would be interested in WebOption, we would ask that they complete the [online request form](#) outlining course details.

We will work to accommodate as many requests as we can, but we will prioritize based on class size and course-specific pedagogical needs (especially for smaller courses). Requests will be processed on a first-come, first-served basis and should be submitted no later than **Tuesday, 1 February**.

For faculty who are already registered with WebOption, that support will begin on the date that the course is returning in person.

We have also been receiving many inquiries from departments about in-classroom technology support. U of T Scarborough classroom podiums, which are supported by Information & Instructional Technology Services (IITS), are equipped with video capability if instructors would like to make use of this. Please visit the Centre for Teaching & Learning's Academic Resources site for more information: <https://q.utoronto.ca/courses/259645/pages/running-zoom-while-teaching-in-person>

Finally, U of T Scarborough is piloting two Meeting OWL 360 units this term that are suitable especially for seminar-style courses. If an instructor in your department is interested in being a part of the pilot and using an OWL unit for their class, please contact Blake Markle, Manager, Event, Filming & Classroom Experience blake.markle@utoronto.ca.

Our thanks to all of you for your leadership and for your support of faculty and students.

Katherine R. Larson
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University of Toronto Scarborough

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