Welcome! As you enter the room, please…

1. Plug in your headset (if available).

2. Familiarize yourself with the **top bar** on the screen

3. Make sure your **speakers and mic are enabled** (the icons on the top bar should be **highlighted on green**).

4. Run the **audio setup wizard** (this option is available from the "Meeting" menu on the left right of the screen).

5. Once you have run the wizard, "**raise your hand**" by clicking on the icon available on the top bar. This will indicate hosts you are ready to test your mic.

6. After testing your mic, **mute yourself** by clicking on the mic icon on the top bar (this will help to avoid background noise).
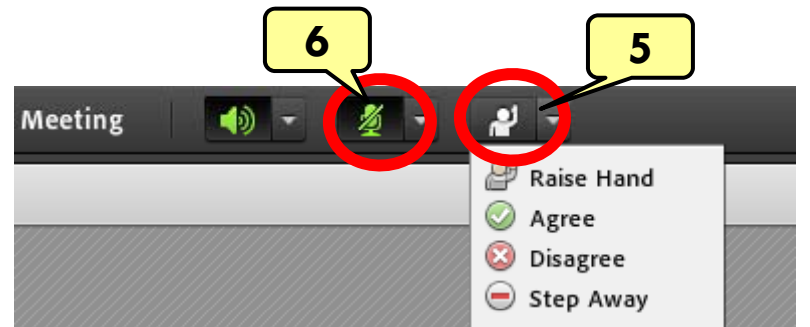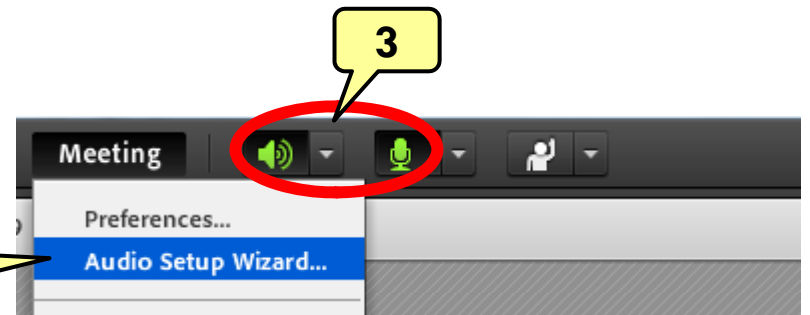
Note: Feel free to use the chat at any time!

Material and Energy Balance (MEB) Virtual Community of Practice (VCP)

Start recording!

Lisa Bullard – Dick Zollars

North Carolina State University – Washington State University

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Session 14: Reflection on the MEB VCP Project

November 19, 2013

Agenda

- Welcome

- Reflection on the MEB VCP experience

- Final meeting plans (January 2014)

Reflection

- Did the spring semester's MEB VCP meetings prepare you to implement your ideas in the fall? What could we have done differently to improve your fall experience?

Reflection

- Did the fall semester's MEB VCP meetings provide the support needed for your implementation? What could we have done differently to improve your experience implementing the ideas in your own course?

Reflection

□ Group size: Should the group have been smaller? Bigger? About right?

Reflection

- Group composition: with regard to the level of previous experience teaching the course, should the group have been more homogeneous? Less homogeneous? About right?

- What do you think is the "best" time for someone to be a participant?

Reflection

- **Meeting frequency**: Were the meetings too frequent? Too sparse? About right?

Reflection

- Tools - Adobe Connect: Was this system user friendly? Helpful for facilitating group meetings? Would you use it again for a future project?

Reflection

- Tools - VCP Portal: Was this system user friendly? Helpful for sharing/storing information? Would you use it again for a future project?

Other Suggestions or Comments

Next Meeting

- At our next and final session in January 2014 (date to be determined via Doodle poll after our meeting), we would like you to share a share a one-page summary regarding your class activities in the fall.

Next Meeting

- Summary of your fall implementation activity

- What worked well? Feel free to share qualitative and quantitative assessment results, if any, to describe student performance.

- What could have been improved?

- What would you do differently next time?