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Guidelines for Greek Sign Language (GSL) Interpretation Support in online teaching through Zoom

The transition to online teaching brings challenges for both members of the teaching staff and students. The access of students with loss of hearing to the educational process through online teaching platforms is a matter of substantial importance. By implementing the appropriate guidelines, online teaching can become accessible to students with loss of hearing.

The [Accessibility Unit](#) of the NKUA collaborates with the [Speech and Accessibility Laboratory](#) in order to identify the accessibility needs of students with loss of hearing in periods like this, in which the conventional flow of the educational process has been interrupted, and provide suitable solutions. In the following chapters, students, GSL interpreters, faculty members, teaching assistants and members of the teaching staff of the NKUA in general can find guidelines regarding the way, in which the uninterrupted participation of students with loss of hearing in online teaching through Zoom can be achieved:

- Guidelines for students with loss of hearing
- Guidelines for GSL interpreters
- Guidelines for instructors

Guidelines for students with loss of hearing

- When the student receives the email with the link to the online teaching session from the instructor, he/she forwards it to the interpreter.
- The student joins the online teaching session on Zoom and selects the interpreter among the participants.
- An icon with three dots appears in the upper right corner of the interpreter's video window (Image 1).



Image 1. Select the icon with the three dots_Interpreter

- The student clicks on the "Pin" / "Pin video" button. Thus, the student sees only himself/herself and the interpreter. (Image 2).

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Image 2. Click on "Pin_Interpreter"

Guidelines for GSL interpreters

If the interpreter does not have an NKUA email address, he/she must follow the procedure below:

- The interpreter downloads the Zoom Client for Meetings application (<https://zoom.us/download>).
- He/she installs the application.
- As soon as he/she receives the email forwarded by the student with the hyperlink (URL) to the online teaching session, he/she clicks on the “Join with Video” button (Image 3).

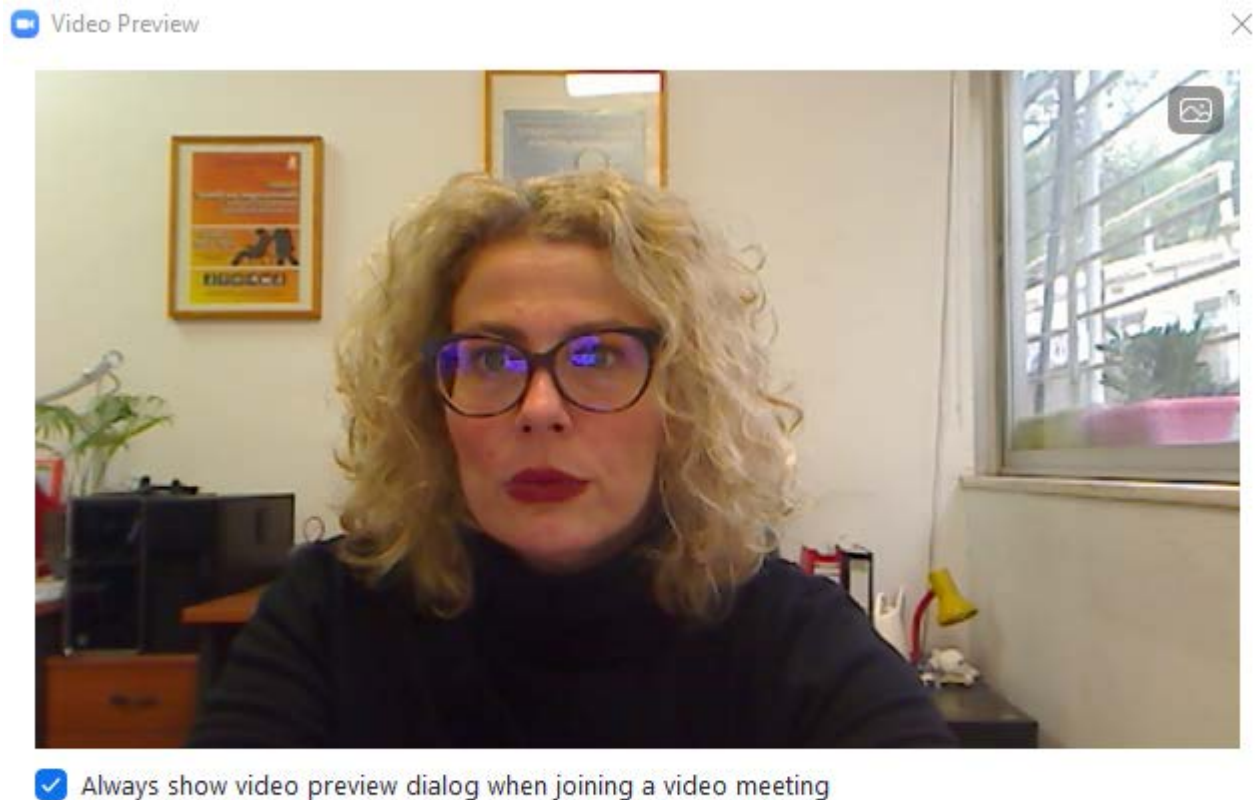


Image 3. Click on "Join with video" button

- In the pop-up window appearing, he/she clicks on “Join with Computer Audio” (Image 4).

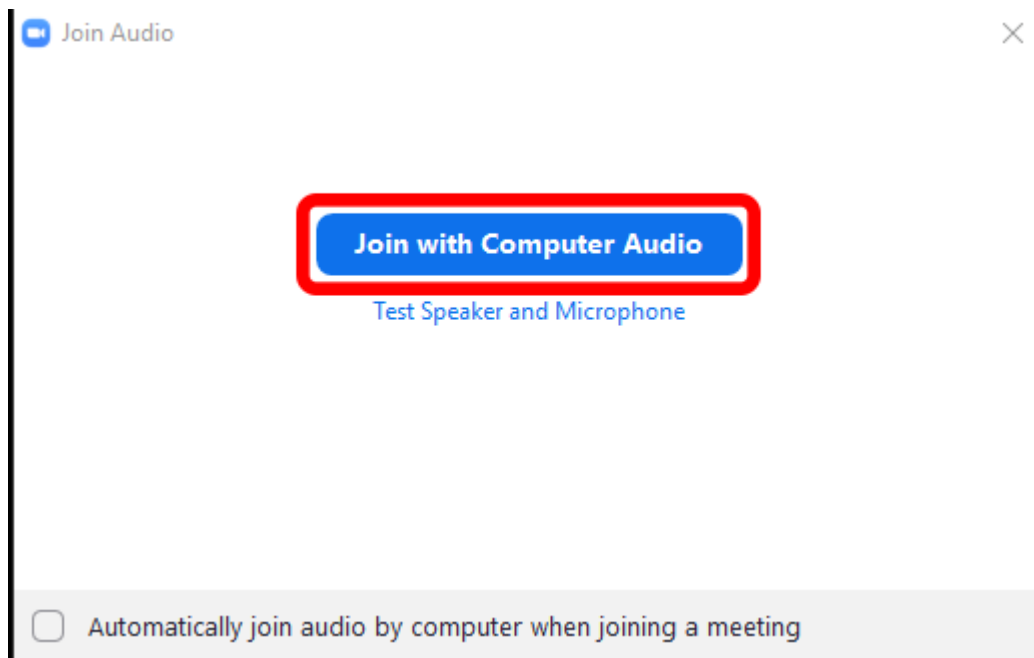


Image 4. Click on "Join with Computer Audio"

- An icon with three dots appears in the upper right corner of every participant's video window (Image 5).



Image 5. Click on the icon with the three dots_SwD

- The interpreter finds the SwD's video window and clicks on the "Pin" / "Pin video" button. Thus, he/she sees only himself/herself and the SwD (Image 6).

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Image 6. Click on the "Pin" / "Pin video" button_SwD

Procedure to be followed, in case the interpreter has an NKUA email address:

- The interpreter downloads the application Zoom Client for Meetings (<https://zoom.us/download>).
- He/She installs the application.
- As soon as he/she receives the email for joining the online teaching session from the instructor, he/she clicks on the hyperlink and then on the "Join with Video" button (Image 3).
- On the pop-up window appearing, he/she clicks on the "Join with Computer Audio" button (Image 4).
- An icon with three dots appears in the upper-right corner of each participant's video window (Image 5).
- The interpreter selects the SwD's video window and clicks on the "Pin" / "Pin video" button. Thus, he/she sees only himself/herself and the SwD (Image 6).

Guidelines for instructors

Procedure to be followed by the instructor, in case the interpreter does not have an NKUA email address:

- At the beginning of the online teaching session, the instructor must accept the interpreter's request to attend the session (*option* admit). The interpreter's data will have been made available to the instructor by the Accessibility Unit.
- The SwD and the interpreter must have their cameras always activated during the online teaching session, since constant eye-contact is mandatory for the SwD's uninterrupted participation in the online class.

Procedure to be followed, in case the interpreter has an NKUA email address:

- The instructor must add the GSL interpreter to the participants list of the course; his/her email address will have been made available to the instructor by the Accessibility Unit.
- The SwD and the interpreter must have their cameras always activated during the online teaching session, since constant eye-contact is mandatory for the SwD's uninterrupted participation in the online class.