

Date	Day	Times	Training	Location
8/11/2025	Monday	11:00 AM – 12:30 PM	MFA Training Session for Faculty/Staff	Virtual - Zoom
8/12/2025	Tuesday	11:00 AM - 1:00 PM	Zoom Series – Sessions 1 & 2	Virtual - Zoom
8/13/2025	Wednesday	3:00 PM - 5:00 PM	Zoom Series – Sessions 1 & 2	Virtual - Zoom
8/13/2025	Wednesday	6:30 PM –7:30 PM	MFA Training Session for Faculty/Staff	Virtual - Zoom
8/14/2025	Thursday	6:30 PM – 8:30 PM	Zoom Series – Sessions 1 & 2	Virtual - Zoom
8/19/2025	Tuesday	10:00 AM – 11:30 AM	MFA Training Session for Faculty/Staff	Virtual - Zoom
8/19/2025	Tuesday	11:00 AM - 1:00 PM	Zoom Series – Sessions 3 & 4	Virtual - Zoom
8/20/2025	Wednesday	3:00 PM - 5:00 PM	Zoom Series – Sessions 3 & 4	Virtual - Zoom
8/21/2025	Thursday	6:30 PM – 8:30 PM	Zoom Series – Sessions 3 & 4	Virtual - Zoom

Descriptions

MFA Training Session for Faculty/Staff

- A walk-through of the MFA process
- Troubleshooting of accounts, where needed
- Q/A

Zoom Training for CUNY accounts

Session 1 –

Zoom Basics, Learn how to -

- Sign in to your CUNY Zoom account
- Create meetings
- Change settings
- Secure meetings to prevent disruptions and Zoom bombings

Session 2

Hosting & Teaching in Zoom, Learn how to -

- Screen Share
- Share audio
- Set virtual backgrounds for privacy
- Mute individuals
- Change Views

Session 3 -

Enhanced Features, Learn how to -

- Use Whiteboards
- Set up Breakout Rooms
- Create Surveys, Polls, and Quizzes.
- Record meetings

Session 4 -

Reporting, Learn how to –

- Run attendance reports
- View polling results
- View, Edit, and Share recordings

Please use our [Registration page](#) to register for any of the training sessions.

A schedule of Training for students can be found here:

- https://www.supersaas.com/schedule/CSITechnologyTraining/Technology_Literacy_Workshops
- <https://www.supersaas.com/schedule/CSITechnologyTraining/StudentTechnologyOverview>