

**Subject:** [col-sw-emp-fac-adj] COVID-19: GSSW Faculty Support for Online Teaching, April 3, 2020  
**Date:** Friday, April 3, 2020 at 5:05:52 PM Mountain Daylight Time  
**From:** Leslie Hasche  
**To:** Elizabeth O'Hara

GSSW Faculty,

Thank you. We have made it to Friday of Week 1!

Moving forward, we will try to reduce our emails and 'asks'. Yet, please know we are still here to support you with our [Virtual Office Hours](#), curriculum guidance, and technology support. You can also request help at [GSSWAcademicAffairs@du.edu](mailto:GSSWAcademicAffairs@du.edu).

We do have one tip for you this week. You have probably seen news about Zoombombing or hackers getting access to your Zoom meetings. To be clear, we have no reports that GSSW students are disrupting classes with Zoombombing. Yet, you can make a simple change to any existing [Zoom meeting](#) setting to increase security. For your live class sessions, follow these Zoom Password Protection instructions from Ryan Garrett (Thank you to Ryan!):

- **Denver Campus, Four Corners, Western Colorado Programs:** When using Zoom within Canvas, use the instructions below to password protect your existing meetings. You will not have to inform the students of the password, as the password will be hidden in the link that the students use to join the meeting from within Canvas. Students must join through Canvas because Canvas provides the authentication for the ability to join your meeting. Students will not be able to share their link with anyone else. If you invite guest speakers to your Zoom class session, please email [GSSW.Tech@du.edu](mailto:GSSW.Tech@du.edu) with the person's name, email, and date of the class session. The GSSW Tech Team will add your guest to your Canvas course prior to the date so they can join the session via the Canvas Zoom link.
- **MSW@Denver Program:** When using Zoom within 2DU, use the instructions below to password protect your existing meetings. You will need to inform the students of the password. Students will need the password to join your class session. You can still invite guest speakers to your Zoom class session. You will also need to provide the guest speakers with the password for your meeting. If you need assistance, please contact [FacultySupport@2U.com](mailto:FacultySupport@2U.com)

Instructions:

1. Log into your course in the Learning Management System of either Canvas or 2DU.
2. Click on the topic name link for your Zoom meeting.
3. Scroll down, click "Edit this Meeting".
4. Click the checkbox "Require Meeting Password" and enter a strong password (i.e., a mixture of upper and lower case letters, numbers, and characters).
5. Click "Save". If it was a recurring meeting, it will update all the recurring meetings.

Then, my final words for you are to try to slow down and say 'no' to things. Cancel non-essential meetings. Postpone in-depth curriculum development--we will get to that later. Ask for help from us. If you need to miss a class session, please email your Program Director and/or

[GSSWAcademicAffairs@du.edu](mailto:GSSWAcademicAffairs@du.edu) at least 24-hours before your class session. Our volunteer pool of substitute faculty are ready to help. Slow down, and please take care of yourselves, your loved ones, and our students.

Sincerely and with gratitude,

**Leslie K. Hasche, Ph.D., M.S.W.**

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Pronouns: She/Her/Hers

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