

Zoom Oral Comm Lab Coaching Protocol

- Send email requesting a coaching appointment to speaklab@pitt.edu just as usual, listing several days and times convenient to student, 24-hour notice required
- Response to student will confirm time and coach assigned
- Assigned coach will email to student a link to Zoom meeting, which coach will arrange
- At the designated time, student will enter meeting by clicking on link and logging in with Pitt username and password
- Coach and student will conduct a live half-hour session (if student supplies name of instructor, the instructor will receive confirmation of appointment email)
- Times available for coaching sessions are: 9 am to 5 pm on Monday, Tuesday, and Wednesday, and 10 am to 5 pm on Thursday and Friday