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# Q&A

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**Exam** : **642-132**

**Title** : Cisco Leading Virtual  
Classroom Instruction

**Version** : Demo

1. Why is it beneficial for virtual classroom instructions to know approximately how much time each lesson within a virtual classroom session take?

- A. Knowing how much time a lesson takes allows the instructor to adjust timelines if the participants want to go deeper or need more time.
- B. Participants will pay better attention because there will be less time to review.
- C. The timing of each lesson can help participants understand the relative importance of each instructional section.
- D. The instructor can manage time by stopping discussions demonstrate and comments before the participants are finished.
- E. Making effective timing decisions demonstrates leadership in the virtual classroom.

**Answer:** A

2. Which three preparation tasks help create an effective audio environment for a virtual classroom session.? (Choose three)

- A. Use only a wireless internet connection.
- B. Know how to make your phone.
- C. Work in a space that is free of background noise.
- D. Hold session in the early morning.
- E. Put a "training Progress" sign on your door or desk
- F. Use an unidirectional microphone

**Answer:** C,E,F

3. Why is it important for evaluation strategies to be highly specific?

- A. Virtual instructors might rationalize or make excuse for unmet learning objectives.
- B. Different stakeholders in organization often have competing properties and agendas.
- C. Management might reward or punish depending on post session behavior on the job.
- D. It is important to be factual about what went well, what needs important, and how it will be improved.

**Answer:** D

4. Which action is most effective if you want to gauge the ability of the group to use formulas during a virtual classroom session in Microsoft Excel slide?

- A. Share your application, using an expense report template; demonstrate how to input formulas in an Excel spread sheet.
- B. Share your application, select a cell and type the first part of formula; ask participants to type the rest into chat.
- C. Call on a participant and ask that person to verbally state what the correct formula would be; given a specific set of criteria
- D. Pass control of your desktop to a participant and ask that person to type in the correct formula; ask the group to continue.

**Answer:** B

5. What is a key consideration for deciding whether you should record a virtual classroom session?

- A. Session recordings that are posted to a company intranet may be subject to attribute laws.
- B. Participants may demand to know in advance what you plan to do with the recording.

- C. Conflicts about confidentiality may cause participants to be less interactive.
- D. Participants may be distracted by concerns about what their recorded voice like.

**Answer: A**

6.What are two industry best practices for timing of virtual classroom sessions? (Choose two)

- A. Spend at least 5 minutes on each slide to allow cognitive load.
- B. Sessions should be approximately 60 to 90 minutes in length.
- C. Twenty percent of your slides should contain 80 percent of the information in the session.
- D. Add 5 minutes to the agenda for every five participants that are attending your session.
- E. Ensure that interactivity occurs every 5 minutes on average.

**Answer: B**

7.Which three questions are the most appropriate to ask if your manager asks you to coordinate and schedule a virtual session that you message will conduct next week on strategic planning? (Choose three)

- A. Do you want participants to be able to interact with you and each other, and if so, how?
- B. Are your slides ready, and are they optimally designed (for example, following the six by sixrule)?
- C. Will session attendance be mandatory or optional for participants?
- D. Approximately how many participants will be attending, and from where?
- E. Do the various activities support the learning objectives of the session?
- F. How will the learning gains or effectiveness of the session be measured?
- G. Is an LMS adequate for the needs of our company, or do we need an LCMS?

**Answer: E,F,G**

8.What are two key reasons why you should record and critique your own presentation on to two days before facilitating an important training session? (Choose two)

- A. To ensure that your communication is as clear and succinct as possible.
- B. To consider two creative ways to adapt the course to an asynchronous format.
- C. To become self-aware of any use of slang or colloquialisms if the session is for a global audience.
- D. To determine whether the course needs to be redesigned for a global audience.
- E. To show program stakeholders exactly what you will be doing.

**Answer: A,B**

9.How does the use of virtual cueing devices (such as using a highlighter tool or partner) support the process of logic and learning?

- A. Paves the way for social learning.
- B. Helps focus attentionon relevant content areas
- C. Promotes discussion and collaboration
- D. Engages auditory and less-visual learners

**Answer: D**

10.What are three appropriate reasons for asking open-ended questions? (Choose three)

- A. Initiate discussion
- B. Uncover experiences of participants
- C. Resolve conflict

- D. Stimulate critical thinking
- E. Challenge viewpoints
- F. Identify dominant participants

**Answer:** C,D,E