

Using Teams Meetings with MyCanvas

Teams Meetings and Zoom Feature Comparison

Mohawk College is replacing Zoom and standardizing on the use of **Teams Meetings** to provide real-time web conferencing functionality for all courses that require it.

The following charts present a main feature comparison of both systems and highlights any significant differences.



Comparison charts

Organizer (Teacher) Role

Function	Tool in Zoom	Tool in Teams Meetings	Comments on Teams Meetings
Create and facilitate Polls and Quizzes	Polls/Quizzes	Polls	From toolbar once the app is added
Create and manage breakout rooms	Breakout Rooms	Rooms	From toolbar
Create and use whiteboards	Whiteboard	MS Whiteboard	From Share panel
Record meetings	Record	Record and transcribe	From More > Record and transcribe
Recordings available to be streamed	Yes, via Zoom and MyMedia (Kaltura)	Yes, via MS Stream.	Files are also downloadable for upload to My Media

Function	Tool in Zoom	Tool in Teams Meetings	Comments on Teams Meetings
Recordings automatically available in MyMedia (Kaltura)	Yes	Not currently, hopefully soon	Relies on an integration update
Move participants out of the main room	Waiting Room	Lobby	From Participants panel
Mute (silence) participants	Yes	Yes	From Participants panel
Change presentation layouts	Layouts	Presenter mode	From Share panel
Share Mentimeter presentations	Apps > Mentimeter	Mentimeter	From toolbar once the app is added
Take control of participants shared screen	Yes, if accepted	Yes, if accepted	Can also be offered

All Users

Function	Tool in Zoom	Tool in Teams Meetings	Comments on Teams Meetings
Signal all participants	React	React	Found on the toolbar
Virtually "raise hand"	React > Raise Hand	Raise	Found on the toolbar
Share comments, text, files, etc. to the public chat	Chat	Chat	Available to all by default
View all participants in a list	Participants	People	Via the Participants panel
Participate in Polls	Yes	Yes	
Collaborate on shared whiteboards	Whiteboard	MS Whiteboard	Enabled by default

Function	Tool in Zoom	Tool in Teams Meetings	Comments on Teams Meetings
Share screens and windows	Share > Screens	Share	Also share local and OneDrive files
Change presentation layouts	Share > Layouts	Share > Presenter mode	Can change on-the-fly
Share iPhone and Android devices	Share > Advanced	Yes	Via joining meeting on device
Blur and customize webcam background	Yes	Yes	
Take control of participants shared screen	Yes, if accepted	Yes, if accepted	