**Question 1:**

Text-Base Tools - "One of the most basic synchronous features is text messaging or chat, which involves the exchange of instantaneous text-based messages between two or more people in real time." (Finkelstein, 2006)

Live Audio and Video Tools – Online tools that allow real-time and video communications with two or more people. Some examples are IMoviem Chirbit, Screen-O-Matic, Jing, Garageband, and Screenr.

Content, Display, and Other Interactive Tools – These are survey tools that are used for shared viewing of visual and other interactive content within real-time environments. Examples are clickable hyperlinks, feedback, editing, slide showing, and SmartBoards.

**Question 2:**

Text-Based Tools

1. Presence indicators: text-messaging tools usually provide some kind of presence indicator, a list of real names, nicknames, or user names of those participating. It automatically updates itself to reflect current participations as people enter and leave a conversation.

2. Chat Logs or Transcripts: A chat log is a transcript or record of a text-based chat session.

3.Entry and Exit Announcements: Text-based environments often display messages that announce the arrival or departure of participants.

Live Audio and Video Tools

1. Voice over IP: The transmission of voice over the Internet is commonly called Voice ovrt Internet Protocol or VoIP, and it travels over the same kinds of networks that carry over Internet data, such as Web pages or e-mail.

2. Broadcast: One form of receiving live audio on the Internet is in a broadcast mode, whereby audio is heard by a group of people connecting to a central computer or server that is distributing the feed.

3. Full Duplex: Synchronous audio tools that are full duplex allow audio to flow in both directions at one time, and therefore allow two or more people to converse online in much the same manner as a telephone or conference call.

Content, Display, and Other Interactive Tools

1. Virtual Whiteboard: These allow for impromptu drawing and annotation on a shared virtual surface.

2. Application Sharing or Screen Sharing: application-sharing tools allow instructors and learners to show programs running on their computer to others in the same real-time session.

3. File Transfer: With application-sharing tools, the file or document shown is rarely sent to participants; instead, an image of it is “projected” for others to see.

**Question 3:**

Text-Based Tools

With text-based tools it helps people have a conversation freely online with other people. This is a wonderful tool for communication.

Live Audio and Video Tools

This tool is great for professors if they want to have an online class. This allows large numbers of people to be logged on at the same time and have an instructor teach/talk to them all.

Content, Display, and Other Interactive Tools

There are numerous tools that teachers and professors can incorporate into their classroom to enhance student learning and create an engaging online environment for students to participate in.

**Question 4**

Text-Based Tools:

This tool enables students and professors to communicate freely with each other in a variety of ways.

Live Audio and Video Tools:

This enables students to be joined with other students from different cities, states, countries, and cultures to connect together in real-time.

Content, Display, and Other Interactive Tools:

This enables students to show their learning in a variety of ways. This also allows students to learn concepts and lessons in a variety of ways, which in turn enhances student learning.