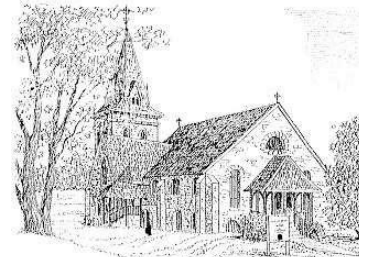


ALL ABOUT ZOOM

Zoom is an online / internet based conferencing service that offers simple online meetings, group messaging and video conferences.

When you are connected to a Zoom call by phone you can hear others on the call and speak. If you join the call online using a web browser (Chrome, Firefox, Safari, Internet Explorer, Edge) on your computer, smartphone, or tablet with speakers, you will be able to see and hear other participants. If you have a webcam, or camera, on your computer or tablet, and a microphone, you can be seen and heard (headphones with a built-in mic work best).



You will receive an email invite to join a Zoom meeting, or you may be provided with a meeting ID code.

Instructions

Join by phone:

- Call 646-558-8656
- At the prompt, enter the meeting ID: 739 113 4712 #
- At the name prompt, speak your name followed by #

Join Zoom Meeting using your computer:

- Click the link the in the email, or type in: <https://zoom.us/j/7391134712>

The first time you use Zoom on your computer, you will be prompted to download a small app that permits you to connect to the online meeting. Do this now so that you won't be late to the first REAL meeting. [You can download it now using this link.](#)

[Click this link to find more detailed instructions.](#)

On your smartphone, download the Zoom app.

- [App Store](#)
- [Google Play Store](#)

You need a Zoom account to join an online meeting. You can sign up with your personal email address, or log into Zoom with your Google account or your Facebook account.

The Zoom sign-in screen on your computer or smartphone may look slightly different depending on your device.

This help guide - [Joining-a-Meeting](#) - offers a nice intro on how to progress through each type of screen on your device.

Click or tab the appropriate tab "Windows|Mac", "Android", "IOS" to see the specifics for your device.

At Ascension Parkesburg we are planning to continue offering worship services as a Live Facebook stream and conference call. We plan to use Zoom for more parish-specific events - like a "virtual coffee hour" or the Good Book Club going for the Gospel of John, or for our Sunday School families to have a lesson with the kids.

If you need any help with the instructions, please don't hesitate to send Matt Ryan an email. Matt is a new member attending the 8:00am service. He uses Zoom frequently and has offered to help get us online with this tool. You can reach Matt at matt@ryno-net.com and 610-209-2949.

Other Helpful Hints

Participant controls: A menu bar should appear at the bottom of your zoom screen. If you don't see it, move the cursor over the video.

- Mute/Unmute—turns your microphone on or off; if you're using a phone, press * 6

Note: Especially at a large meeting, the meeting organizer might disable this control

- Start/Stop Video—turns your camera on or off

- Invite—provides options to invite other participants to the meeting

- Participants—opens a pop-out screen with a list of everyone at the meeting; it also gives you the option to “*raise your hand*” if you want to be called on by the meeting organizer, or to change your name as it appears on screen

Note: If you're joining the meeting by phone only, use * 9 to raise your hand

- Chat—opens the group chat box, which will appear to the right of the video feed

Note: Type at the bottom to send a message to the entire group attending the meeting, or to an individual. This is a good way to ask a question, make a brief comment, or communicate with the organizer if you're having trouble with the app

- Record—records the meeting if that feature is enabled. It's considered good form to ask first for permission

- Leave Meeting —self-explanatory