Zoom Tips for New Users
Thanks to Dan Holland, MVPC

To Join a Meeting:

- On your computer, click the joinlink in the email. If you are a first time user, The Zoom client will quickly download. Click "yes" to all questions. Otherwise, the meeting will simply open.

- When asked, enter your first and last name, which others will see.

- Computer Audio or with Phone Audio? If your computer has a microphone, choose Computer Audio; *If your computer has no working microphone:*

  - If you want to watch/listen only you can choose Computer Audio - you won't be heard, but you will see and hear.

  - To interact, choose Phone Audio and see instructions immediately below. (During worship, this will allow sharing in both small group "passing of the peace" and prayer request times; on Wednesdays there will be time for small group discussion and for questions or comments.)

    - On a phone:(or Phone Audio in conjunction with a computer). Dial the number on the invitation. When prompted enter the meeting ID and password from the email.

    - Phone plus computer: on your screen you'll see a pop-up window with the meeting ID, password (where applicable) and a participant number. The participant number links your phone to your square on the screen.

    - Things to note when using phone audio (whether in conjunction with computer or not):

    - Long distance charges apply if you are using a land line.

    - Using a speaker phone may make it's easier to participate, but it will also pick up background noise, so the host may mute you.

    - There is no need to speak louder than normal, microphones are pretty good.

- Using Computer Audio - Test your microphone and sound by clicking on the up arrow "^" next to the microphone symbol in the lower left corner and follow directions.

- Using a headset with microphone or headphones provides the best experience.

- On your tablet or smartphone, - you'll need to download the "Zoom Cloud Meetings" application before you can join the meeting.

  - For Apple devices you can find it here (https://apps.apple.com/us/app/id546505307)

  - For Android devices you can find it here (https://play.google.com/store/apps/details?id=us.zoom.videomeetings)

  - You will need the meeting ID number and password from the email to join.