

Installation

To best prepare in advance, please go to the appropriate store and download the ZOOM (Cloud Meetings) Application.

1. Android Users: 

2. iPhone Users:  

3. Computer users: www.zoom.us/download

Zoom Client for Meetings

The web browser client will download automatically when you start or join your first Zoom meeting, and is also available for manual download here.

[Download](#)

Version 4.6.7 (18176.0301)

- 3.1. Click Download

- 3.2. Click Run

What do you want to do with ZoomInstaller.exe (10.7 MB)?
From: d11yldzmag5yn.cloudfront.net

Run

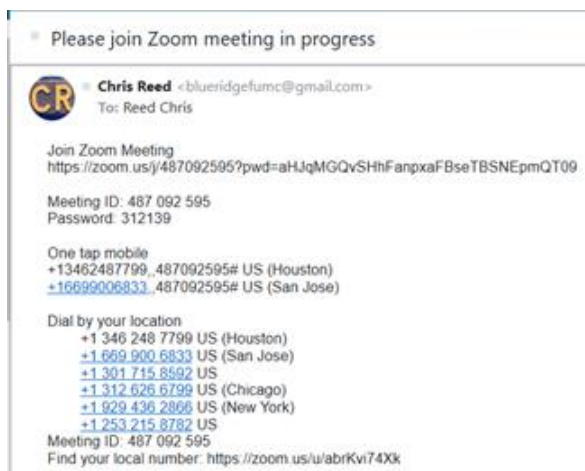
Save

Cancel

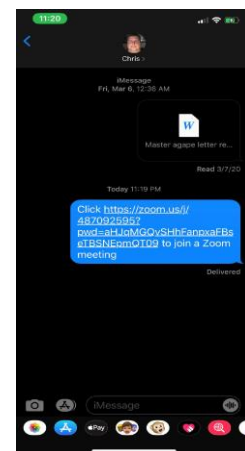
X

Starting A Call

1. If you received either an email or text message, you may simply click the provided link in the message to begin your call. An email invite contains additional information that will assist you in the event you need to dial in or are unable to get the link to work. **NOTE: These details will not always be the same from one meeting to the next. Please check your spam filters to ensure you are receiving emails from BlueRidgeFUMC@gmail.com. This email is specific to Zoom meeting communications.**

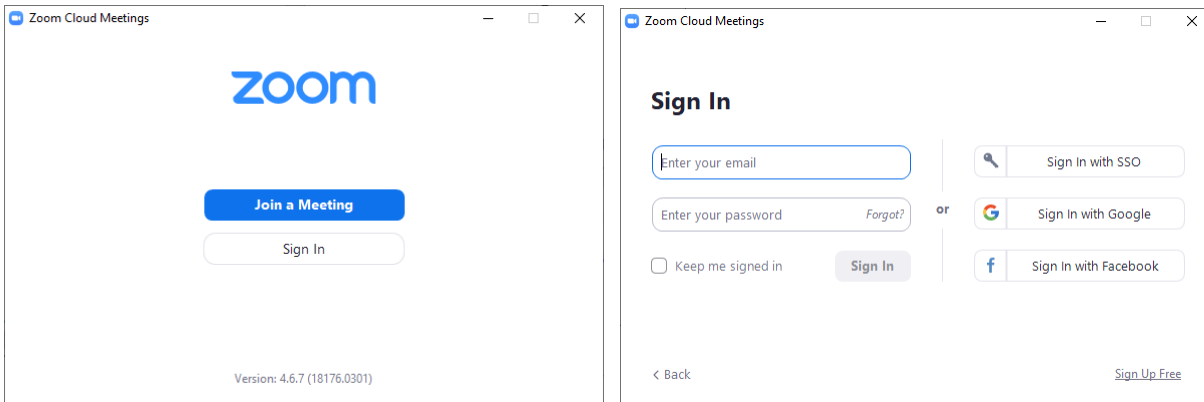


Sample Email

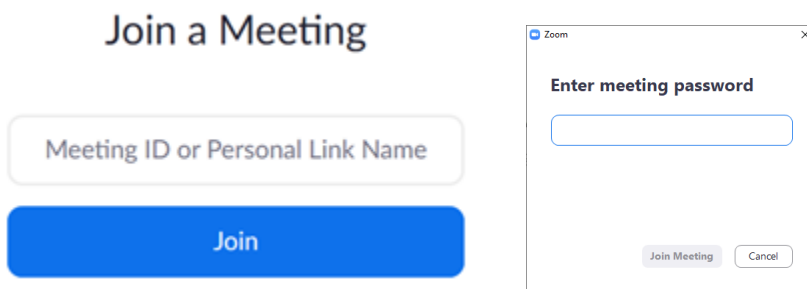


Sample Text

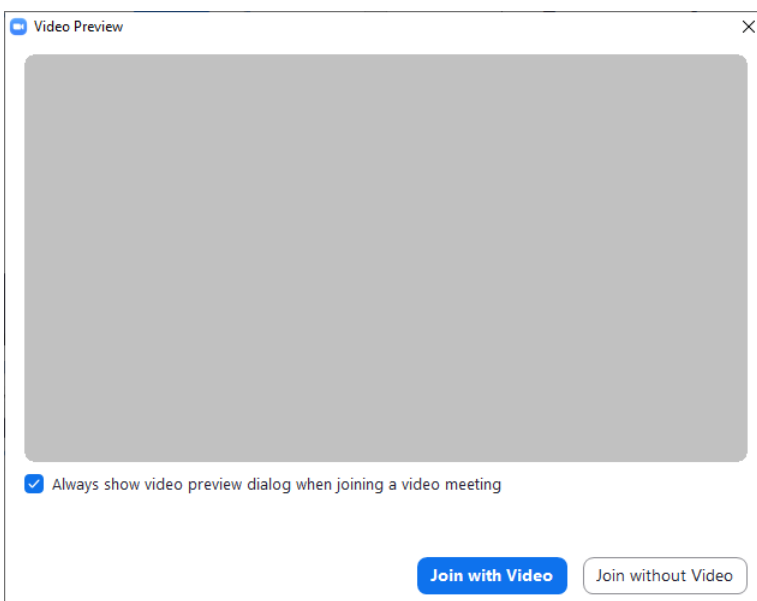
- In the event you did not receive an invitation, simply open the ZOOM application on your preferred device. To help facilitate communication, please create a FREE ZOOM account by **Clicking Sign In**. **Fill In** the appropriate fields and **Click Sign Up Free**. **NOTE: This is Not required!**



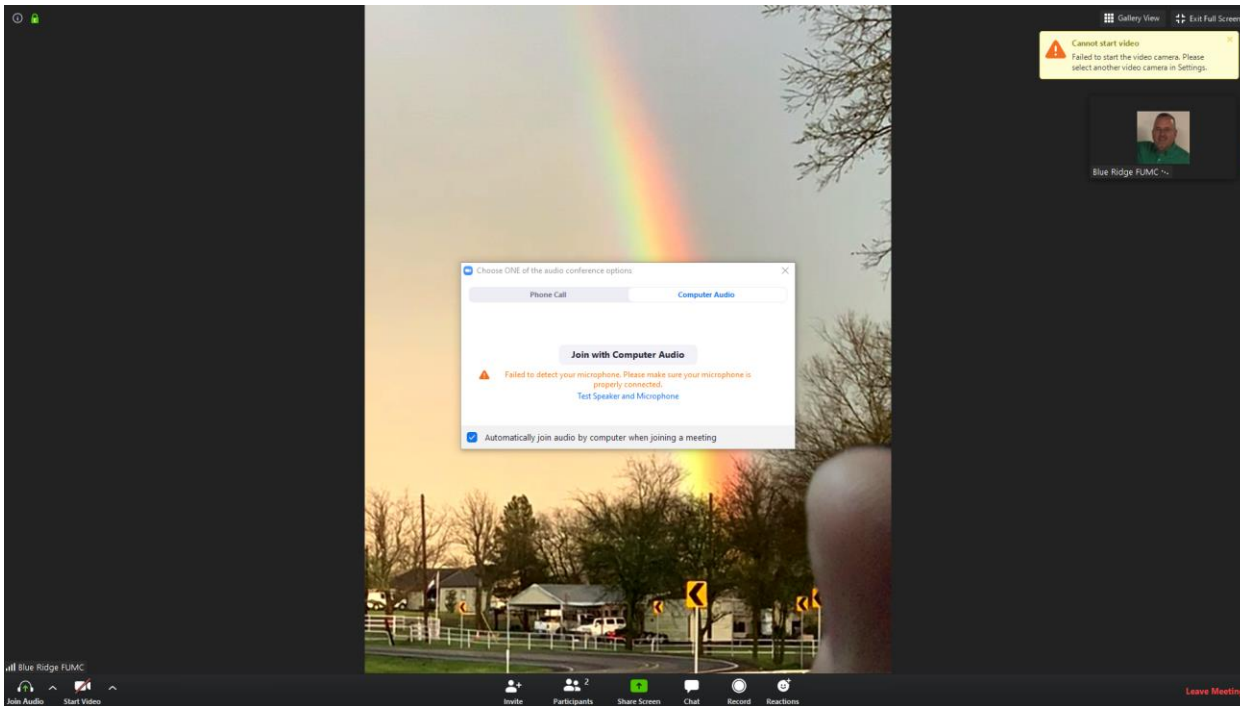
- You will need a **Meeting ID** and possibly a **Meeting Password**. If this was not previously communicated to you, then you will need to check the Church Website at www.BRUMCTX.org or contact a BRFUMC Representative. Contact information is also available on the website.



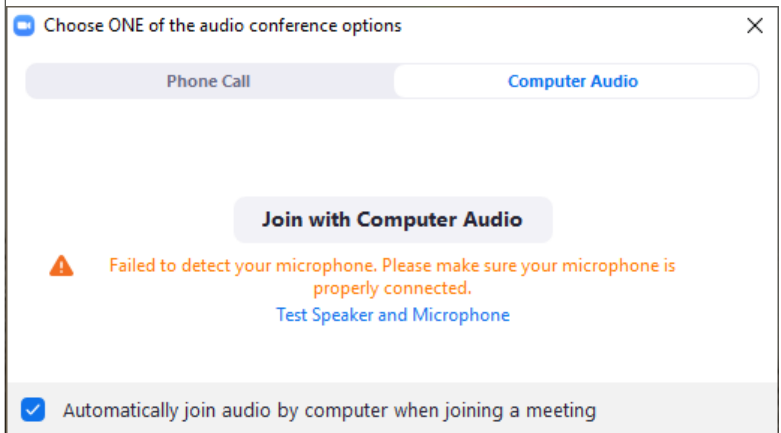
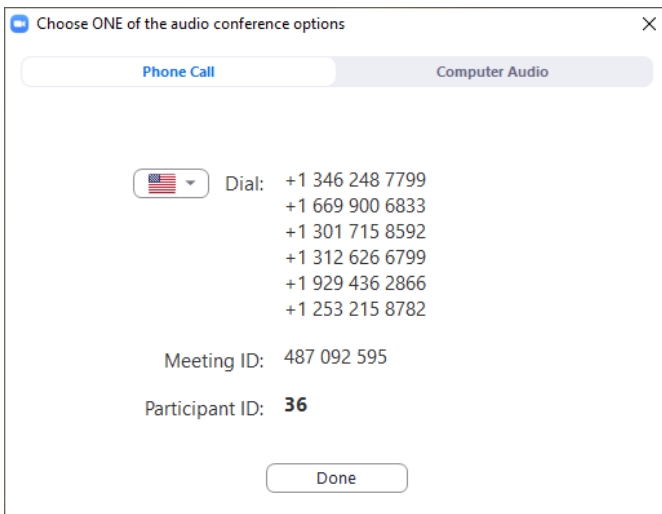
- Next, you may select to Join with Video if you wish to allow yourself to be seen in the video chat. **NOTE: SPECIAL ATTENTION MUST be made to ensure that you do not transmit live video or other materials that may be offensive.**




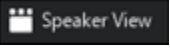
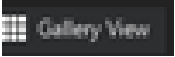
The following screens are representative of a computer user and closely resemble that of a mobile user.

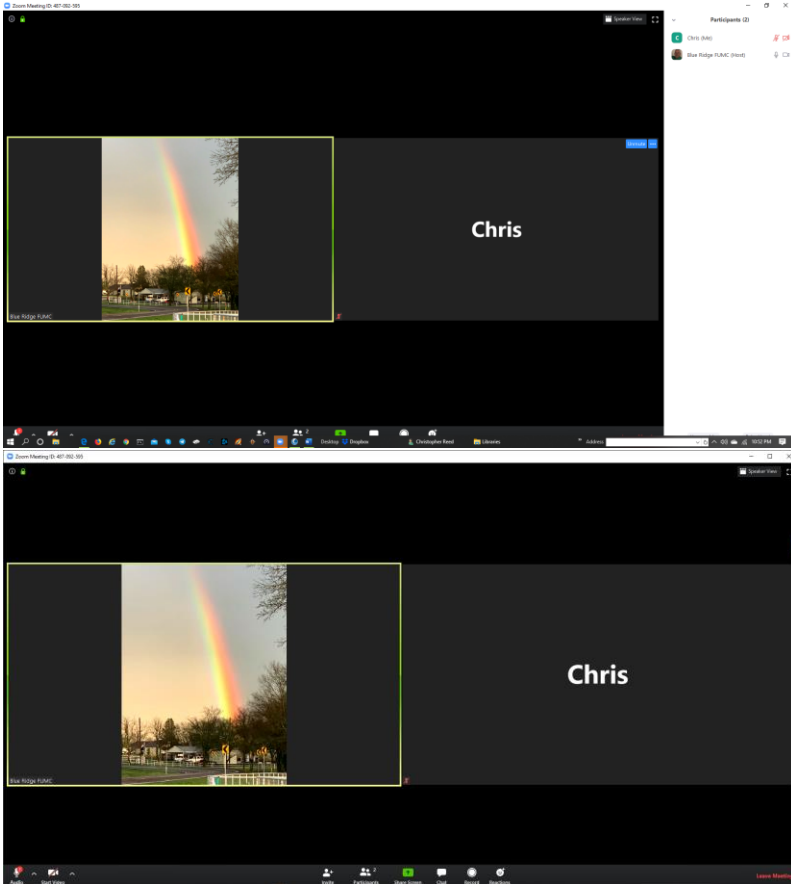


- Once a Call begins, you will be prompted to select your Audio Options. In the event of an error, you may **Click Test Speaker and Microphone**. **NOTE: In Public Sessions, such as Sunday Sermon, your microphone may be Muted by the Call Administrator. In this case a microphone failure is okay. In all cases, Chat is *Always* available!**




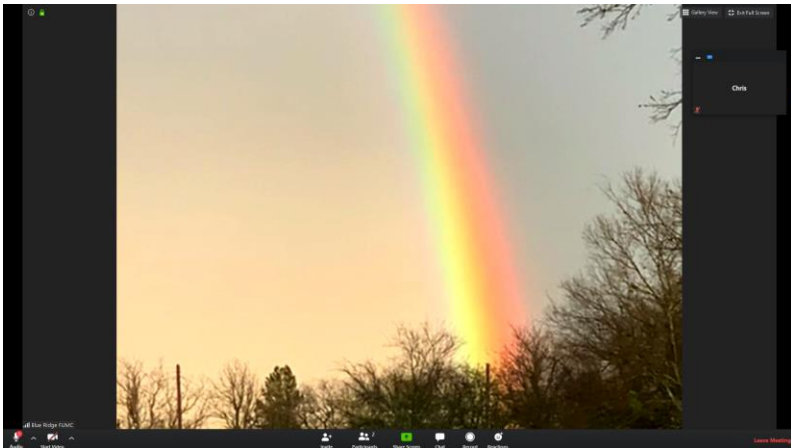
Menu Bar

1.  Call is secure
2.  Speaker View – Speaker Video Feed
3.  Gallery View – All Callers Video/Photo Feed – **NOTE: More than 4 may require paging through.**




4.  Exit Full Screen View

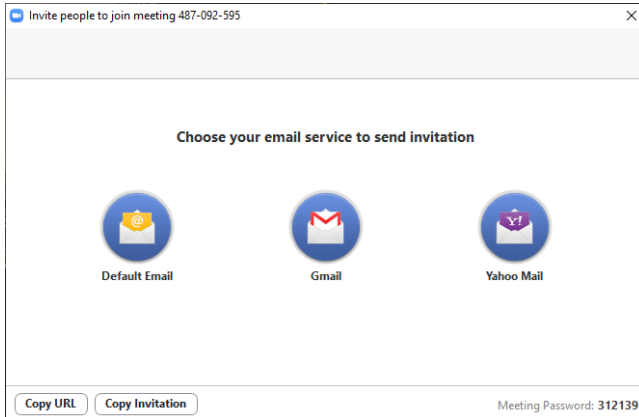
5.  Full Screen View



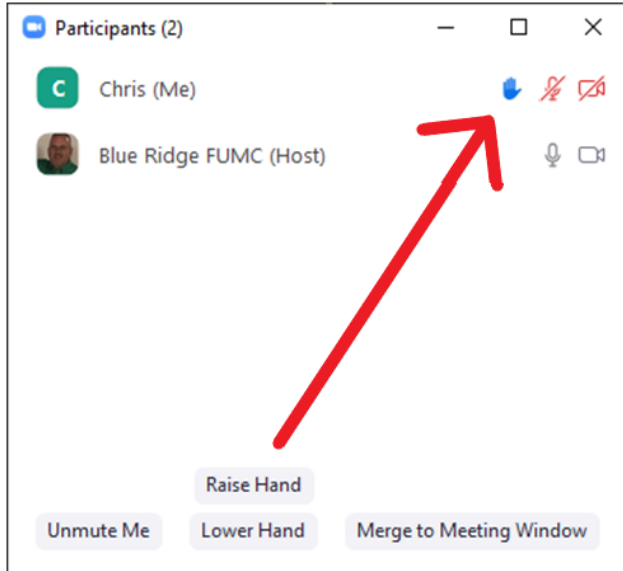
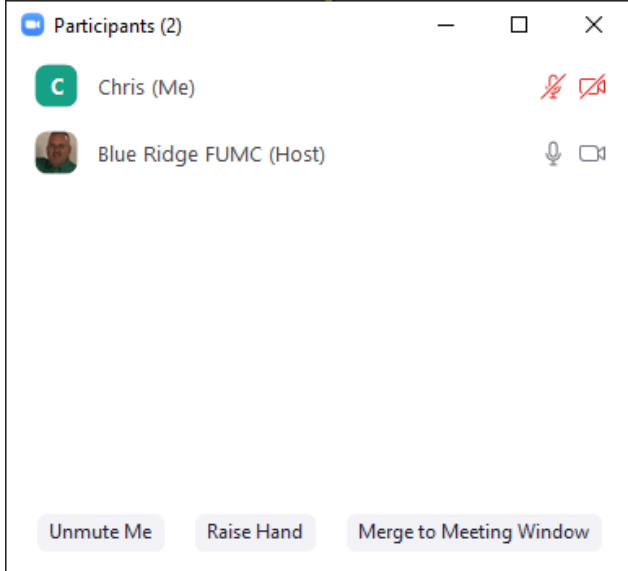
6.  Join Audio – Speaker/Microphone Settings & Connection

7.  Start Video – Video Settings & Connection

8.  Invite – Email Invitation to Others

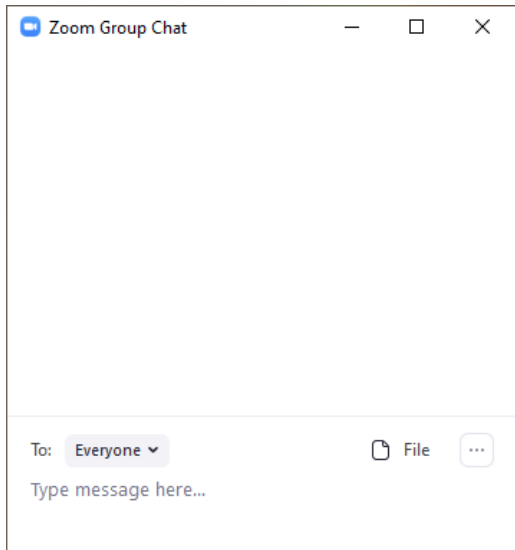


9.  Participants – List of Participants and Additional Options






10.  Share Screen – Screen Sharing Options

11.  Chat – Chat Communications – **NOTE: You can select from Drop-Down Menu to Chat with Everyone or Individuals.**



- ✓ Everyone
- Blue Ridge FUMC (Host)

12.  Record – Recording Options for Future Replay
13.  Reactions – Thumbs Up or Clapping Gestures
14.  Leave Meeting – To Exit Video Meeting Completely

