

# Big Book Study 2018 Live Webcast Attendee Guide

**This Is Only For Registered Participants . It Is Not To Be Published Anywhere On The Internet, Including Any Public Or Private Resource Or Reference Site.**

**Meeting ID for Access to Live Internet Based Video and Audio Stream: ???**

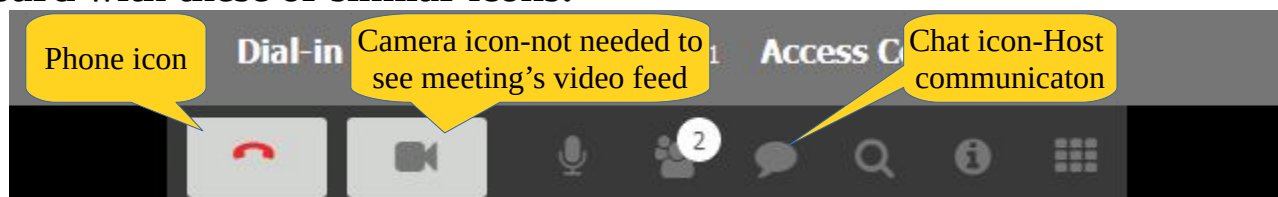
*This will be updated later*

Attendees can't be seen or heard on the meeting.

**Recommended application for desktops and required for mobile devices:**

**Android, iPhone or iPad, Windows laptop or desktop, Mac OSX laptop or desktops**

**Once you join the meeting you will see at the top of your computer or mobile screen a dashboard with these or similar icons:**



Click the **Phone Icon** and choose the right box titled *Mic & Speakers* to configure your computer for sound. On the next dialog box click *Connect*.

- **Recommend** a headset, headphones, earbuds or external speakers for the best sound.
- Mobile devices will automatically default to their built-in or plugged-in mic & speaker.
- Desktop/laptops display the video feed, but require the above audio configuration step.
- Double click, stretch the edges or expand the video image to adjust it's size.
- Select Split windows preference on your laptop to arrange the video and presentation.
- Adjust your computer or device's volume control to **maximum** (100%) sound level.
- Avoid **dialing-in**, sound will be better on your desktop, laptop, Smartphone or tablet.
- Call FCC support anytime at (844) 844-1322 for additional assistance.
- Start the FCC app; enter in Name field; first name, last initial, location & time zone i.e. SaraL\_Utah\_MT, the above Meeting ID and the same email address you registered.
- There is no need to turn on your camera to see the live video feed.
- Properly configured you will hear strong, **clear** audio and see high definition video.

**Teleconference Audio Dial-in Number** (avoid if you can, sound will be better through the Internet and you will avoid extra charges or blocking from your phone company).

Dial-in Number: ???

Access Code: ???

If you are watching the online meeting and listening on your phone you can enter the PIN number identified at the top of the dashboard to synchronize the video with the audio.

# Troubleshooting and Detailed Descriptions

Before you launch the meeting please make sure your speakers are on and volume on your speakers, computer or mobile device is turned up to their **maximum** (100%) level. Recommend **plugging in** a headset, headphones, earbuds or external speakers into your computer or mobile device. This would be required if your computer doesn't have built-in audio capability.

The meeting utilizes **pro audio** equipment and a high quality web camera with a high speed digital connection. The meeting is monitored in real-time. The sound is loud and clear and video broadcast quality is very high. If you are experiencing audio or video problems, please review the system requirements, our audio configuration steps or contact Free Conference Call (FCC) support listed below.

## FCC applications

The **FCC applications** provide a stable and functionality conferencing experience. You may download the FCC applications for all supported mobile devices and computers.

Here are the direct links:

**Apple iOS;** iPads, iPhones:

<https://itunes.apple.com/us/app/free-conference-call/id1076834814?mt=8>

**Android;** Samsung, LG, Motorola etc.

<https://play.google.com/store/apps/details?id=com.freeconferencecall.fccmeetingclient>

**Windows;** laptops, desktops

<https://www.freeconferencecall.com/download?localization=en&platform=win>

**macOS;** MacBook, iMac etc.

<https://www.freeconferencecall.com/download?localization=en&platform=mac>

**Linux;** (specialized commercial platform)

<https://www.freeconferencecall.com/download?localization=en&platform=lin>

Once you have downloaded the application for your device, click on the FCC application icon and click Join. A login dialog box appears, please enter in the Name field; first name, last initial, underscore, location, underscore and time zone i.e.

**HowardW\_Minn\_CT** or **MaryS\_Ontario\_ET**. Then enter your email address and Online Meeting ID:

**Join a Meeting**

Provide your name, email address and online meeting ID to join instantly

Name:

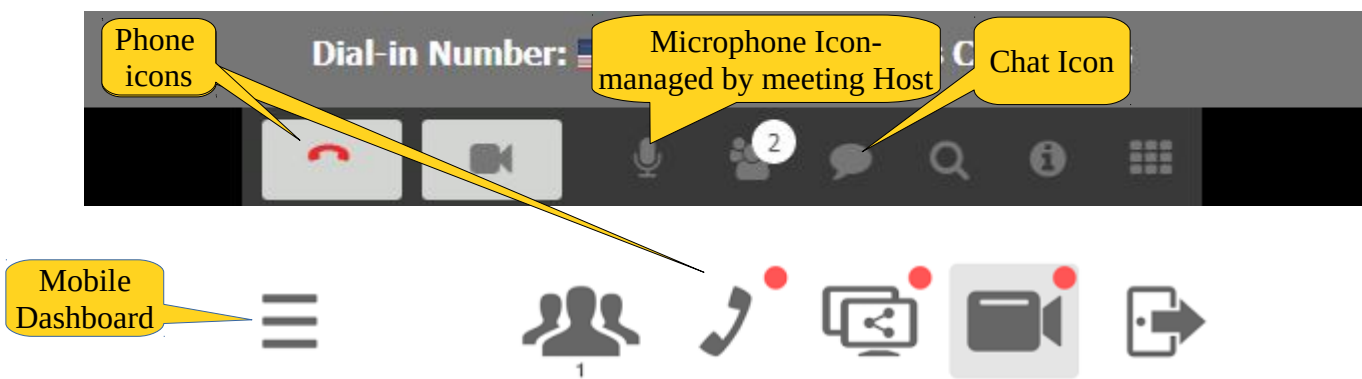
Email:

Online Meeting ID:

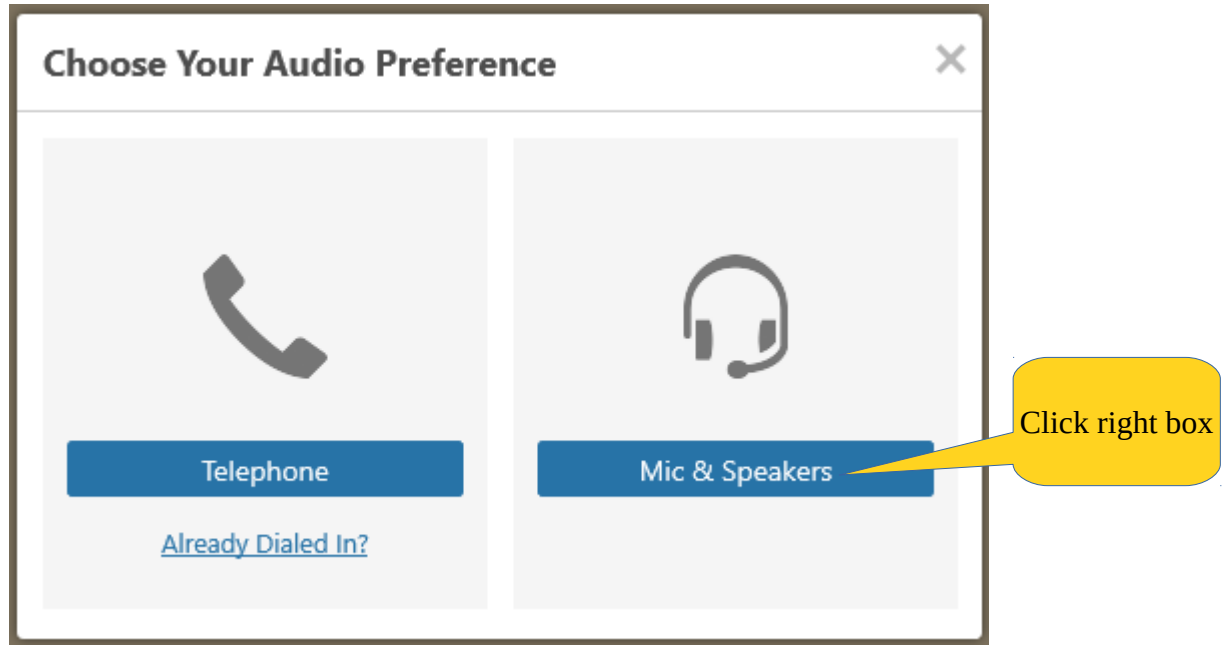
Remember me on this computer

Questions? 844-844-1322 or [support@freeconferencecall.com](mailto:support@freeconferencecall.com)

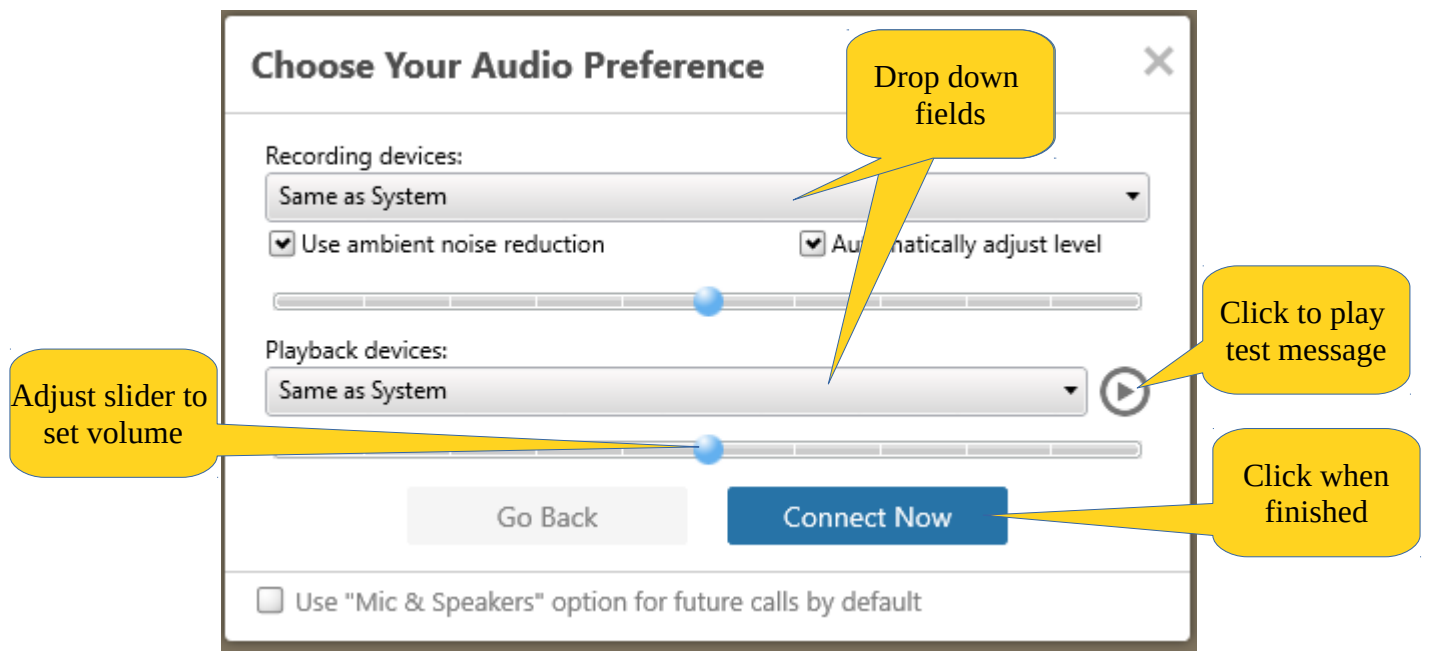
You will be presented with a meeting dashboard:



**Phone Icon** – click on the phone icon and choose the right box titled *Mic & Speakers*:



The following dialog box appears, usually the default settings are correct. Adjust your computer or device's volume controls to their **maximum** (100%) volume. Click the right arrow next to the Playback devices selector to hear a test message and adjust the Playback devices' slider control to modify. Optionally, you may choose from the drop down fields your recording device (microphone) and your playback device (speakers, headset, microphone etc.):



**Mobile devices** will usually default to their built-in or plugged-in microphone and speakers without any further configuration. When finished, click *Connect Now*. The *Phone Icon* will change color or shape.

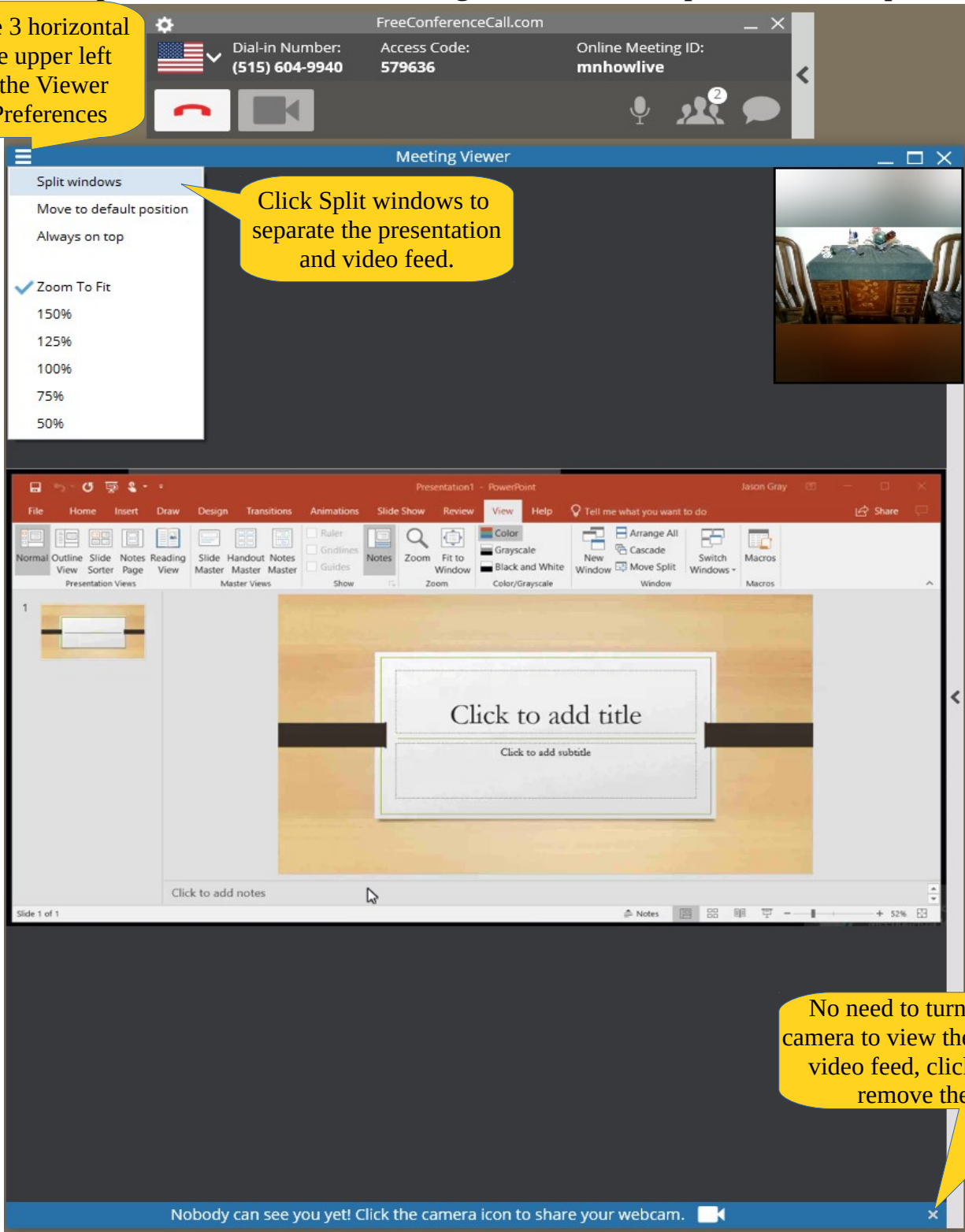
Camera icon – There is no need to turn on your camera to see the meeting’s live video feed.

Microphone icon – The meeting will broadcast in listen only mode.

Chat icon – Used for communicating to the meeting host.

On your tablet or Smartphone double click on of the windows to switch them. On your laptop you can split the windows and arrange the video and presentation separately:

Click on the 3 horizontal bars on the upper left corner of the Viewer to open Preferences



Click Split windows to separate the presentation and video feed.

No need to turn on your camera to view the meeting’s video feed, click here to remove the bar

Most computers & mobile devices will **work** right away, but if you aren't able to access the audio and/or video webcast online, please contact Free Conference Call toll-free **support** 24 hours a day 7 days a week to troubleshoot at (844) 844-1322 or go to their support site (<https://www.freeconferencecall.com/support>) for live chatting. FCC support is especially good at getting people configured and connected properly.

**Click these links for additional materials and information:**

Please visit [www.overeaters.org](http://www.overeaters.org) to register, email [howardw@isd.net](mailto:howardw@isd.net),

**Alternative but limited desktop/laptop Browser Support for Live Audio and Video:  
Up to date Firefox 15+ and Chrome 16+ on Windows and Macs only.**

**Internet Explorer and Safari are not supported browsers.**

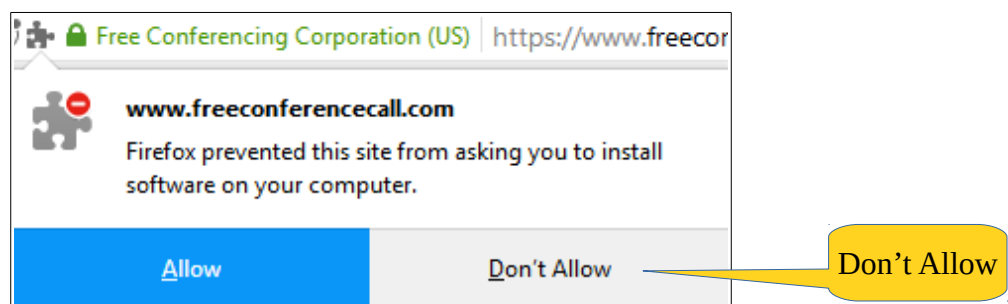
Link: *join.freeconferencecall.com/???* (browser based access)

Firefox and Chrome usually automatically do updates, you can initiate a manual update:  
In Chrome: at the top right, click More > Click Update Google Chrome (If you don't see this button, you're on the latest version) > Relaunch.

In Firefox: on the menu bar at top of the page click the Help > About Firefox. A dialog box will display and automatically check for updates. If nothing happens, your browser is probably up to date.

If the site doesn't start right up, you may need to turn off your computer's pop up blocker or put [www.freeconferencecall.com](http://www.freeconferencecall.com) in your allowed list. This also applies to any ad blocker programs that may be running.

Ignore request from FCC to install software in Firefox:



If you are joining through Google Chrome, Cancel the request to install FCC extensions:

