

Grace Episcopal Church, Galena, IL  
Zoom and Pandemic Tips  
by Greg Serwich, March 26, 2020 (Revision 1)

During the Coronavirus Pandemic, Zoom offers a wonderful platform for communal worship, conducting ministry meetings and otherwise maintaining our communal relationships. Most often you will be invited to attend a Zoom meeting by an email invitation. What follows explains how to participate after receiving such an invitation.

### **PARTICIPATING BY TELEPHONE**

There are many ways to participate in Zoom teleconference meetings. However, if you don't have access to suitable internet service, disregard the video instructions below; and use your telephone to join Zoom meetings (by audio only) using one of the phone numbers in the email Zoom meeting invitation. What follows applies to all others.

### **PARTICIPATION WITH BOTH AUDIO AND VIDEO**

Most video tutorials explain that all it takes to join a Zoom meeting is to click the URL link in the meeting invitation. However, from working with our parishioners who use a wide variety of computers, browsers and handheld devices, I've learned the URL method doesn't work for everyone. The most reliable method of beginning to use Zoom involves two fundamental steps:

- 1) signing up for Zoom account, and
- 2) downloading the Zoom app.

Instructions follow for various ways to do that.

### **PARTICIPATING WITH A HANDHELD DEVICE**

The easiest way to participate in Zoom is using a handheld device (smart phone, iPad, other tablet, etc.). That's because it's easiest to download the Zoom app on them. The major shortcoming of a handheld device is the small screen. For a larger screen, use your desktop or laptop computer.

### **DOWNLOADING THE ZOOM APP ON A PC (not an Apple Mac computer)**

Although I haven't found the perfect Zoom tutorial for beginners, this one by a Stewart Gauld is very good. It covers not only opening a Zoom account and downloading the

app, but also beginning to use Zoom. Gauld apparently prepared the video in response to the widespread demand for Zoom caused by the Pandemic. I offer some comments about what Stewart says in his video:

- 1) Signing up for Zoom: Stewart demonstrates signing up with Gmail. Use that if you have a Gmail account and you're signed in on your browser. However, you can use other email domains. If you do use another, Zoom will send an email to you. Use that email to activate your Zoom account.
- 2) Sending meeting invitations: Stewart talks about sending invitations with just the URL. The URL doesn't work the same for all computers, browsers and handheld devices. I suggest using the complete invitation with the URL, Meeting ID, password (if used), and the telephone numbers.

<https://www.youtube.com/watch?v=FnFSBjFvK2o>

Still confused? Here's a basic tutorial on downloading and installing the Zoom app using any of a couple of browsers.

<https://www.youtube.com/watch?v=UAa3MADuvsg>

Still confused or having trouble? Here's a very basic tutorial by a friendly Filipino explaining how to do the download with a PC. (Translation tips: "Joom" means "Zoom", and "jimiladres" means Gmail address.)

<https://www.youtube.com/watch?v=o7MYcolJnVo>

## **DOWNLOADING THE ZOOM APP ON A MAC**

I'm a lifelong user of PCs. Working with Steve Dowe has made me aware of my limitations in assisting MAC users. Hopefully y'all will find this tutorial to be helpful.

<https://www.youtube.com/watch?v=KM5EgEloQQQ>

## **JOINING ZOOM MEETINGS AFTER YOU HAVE A ZOOM ACCOUNT & APP**

Some people can simply click the meeting URL and it will take them to the meeting on their Zoom app. If that doesn't work for you, after making sure your Zoom app is signed in, push the "Join Meeting" button and enter the Meeting ID and, if required, the password.

## TUTORIAL ON DEALING WITH THE PANDEMIC

Last, but not least, here's some sound advice from man's best friend on dealing with the Coronavirus.

<https://www.youtube.com/watch?v=p8oxndup1QM>