

JOIN ST. EDWARDS VIRTUAL COFFEE HOUR!

We can enjoy weekly Coffee Hour via zoom! This would be a great way to see each other and visit about how we are coping during a difficult time. We are all such an encouragement to each other weekly and our family is missing you! Once you set up a free Zoom account and join a Zoom for the first time, it will be very easy for you to do this for coffee hour. Keep the faith!

Christina McLaughlin

Zoom is an online meeting platform that is free to use. For the free account, there is a 40 minute limit for meetings of 3-100 people – that's us! This is kind of like using FaceTime, for those of you who are iPhone users. You can use Zoom on your desktop/laptop computer or cell phone, but these instructions will help you get started with Zoom on your computer. There are also all kinds of videos online but I am attempting to simplify and take you through it step by step below. There is a picture and instruction for each step. ☺



Sign up for a free Zoom account at <https://zoom.us/>

Click the button at the top right of your screen to sign up.



Follow the steps to sign up. Just use your home email.

Sign Up Free

Your work email address

Zoom is protected by reCAPTCHA and the [Privacy Policy](#) and [Terms of Service](#) apply.

[Sign Up](#)

By signing up, I agree to the [Privacy Policy](#) and [Terms of Service](#).

You should see something like this:

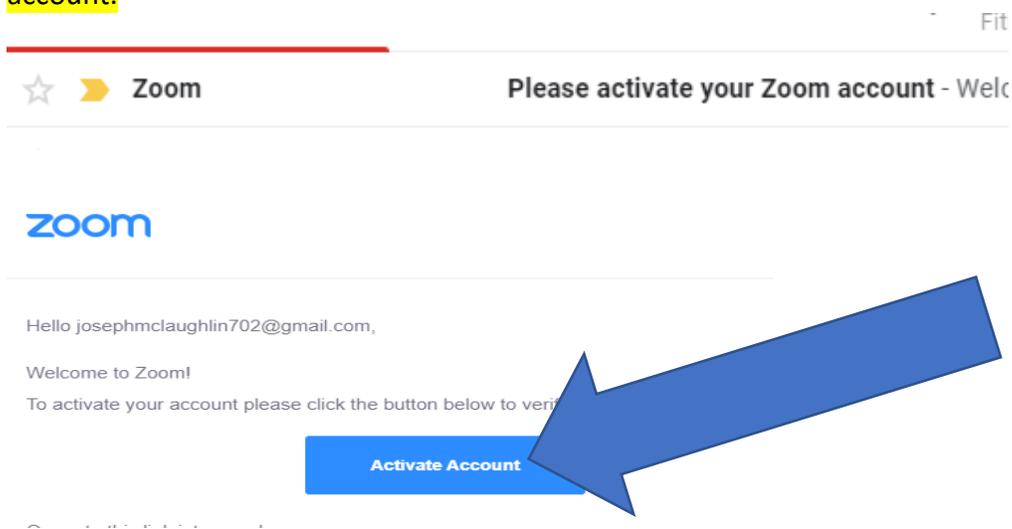


We've sent an email to josephmclaughlin702@gmail.com.
Click the confirmation link in that email to begin using Zoom.

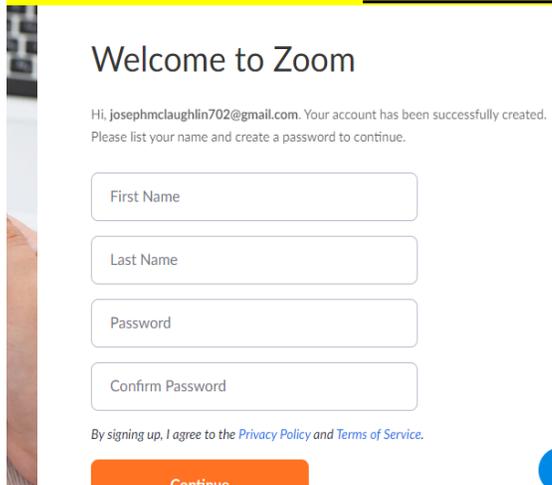
if you did not receive the email,

[Resend another email](#)

Go to your email. You will see an email like this from the zoom people. Open the email and activate your account.



Now you are going to set up your account on zoom by entering the info they ask for. Make up a password and auto-save it when asked or write it down somewhere. Pictures are below.



Just ignore this step.

Invite Your Colleagues

Invite your colleagues to create their own free Zoom account today! [Why invite?](#)

[Add another email](#)

I'm not a robot



Invite

Skip this step

Go ahead and try a test meeting.

Start your test meeting.

Excellent! Now it's time to start meeting.

Your personal meeting url:

<https://us04web.zoom.us/j/2050520401>

Start Meeting Now

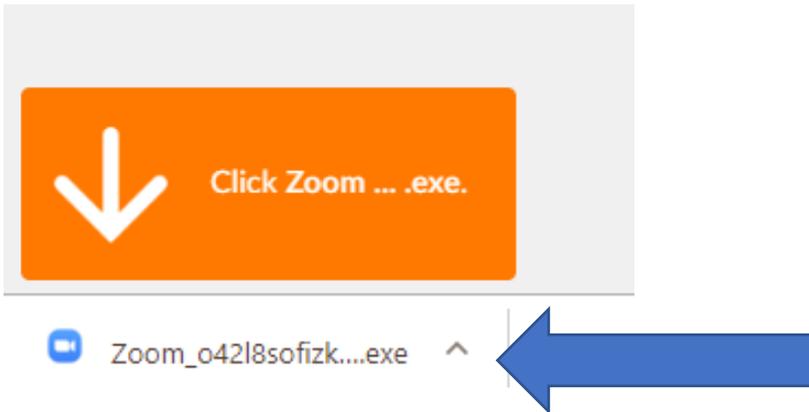
Go to My Account

It will next say that a download is starting.

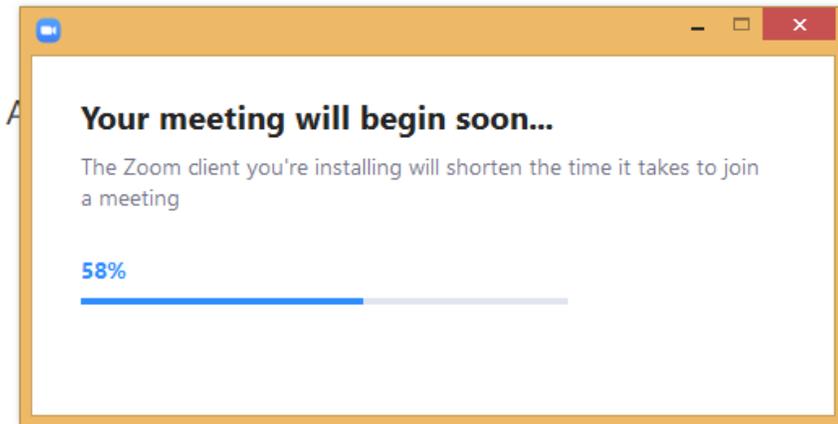
A download should start automatically in a few seconds.

If not, [download here](#).

Click at the bottom left hand side of your screen to open the download.



You will see a screen like this open and the download will start.



If you have installed anti-virus software, a question may appear asking if you want to allow this program (Zoom) to run. I clicked yes.

Zoom should open right up for you and perhaps put a little picture of a video camera (the Zoom icon) at the bottom of your screen as a shortcut to use in the future.

If given the option, click "Join with computer audio".

It should look something like this once you are inside your test meeting.

Scroll down to the next page. 😊

Talking:

Meeting Topic: Joe McLaughlin's Personal Meeting Room

Host: Joe McLaughlin

Invitation URL: <https://us04web.zoom.us/j/2050520401>

[Copy URL](#)

Participant ID: 22



Join Audio

Computer Audio Connected



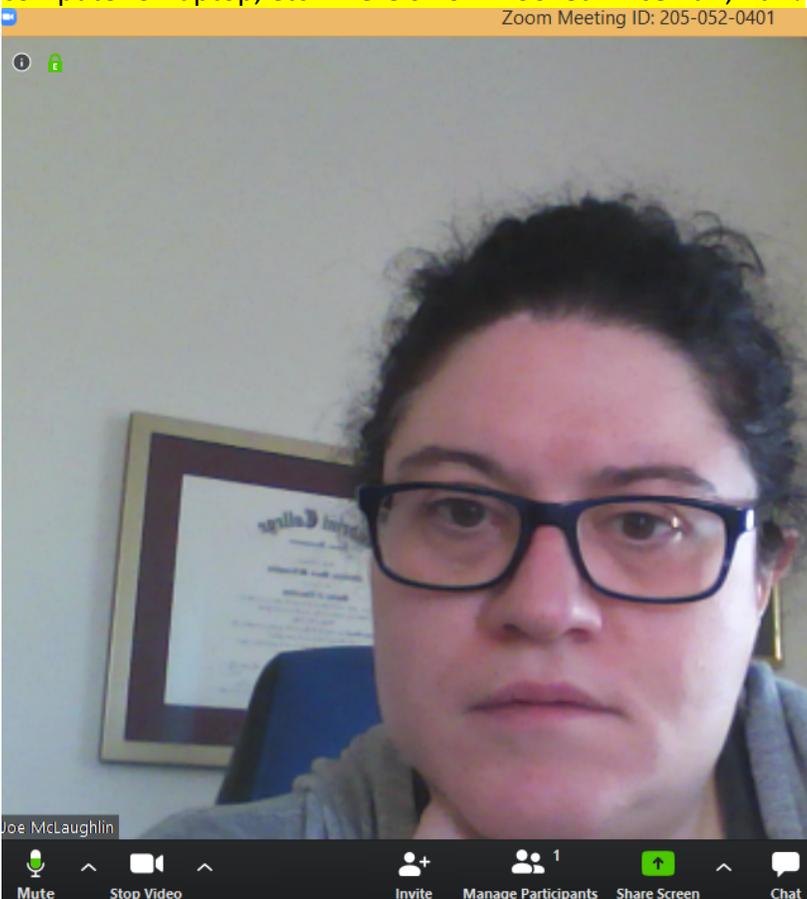
Share Screen



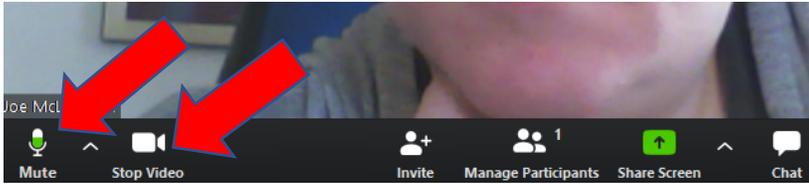
Invite Others



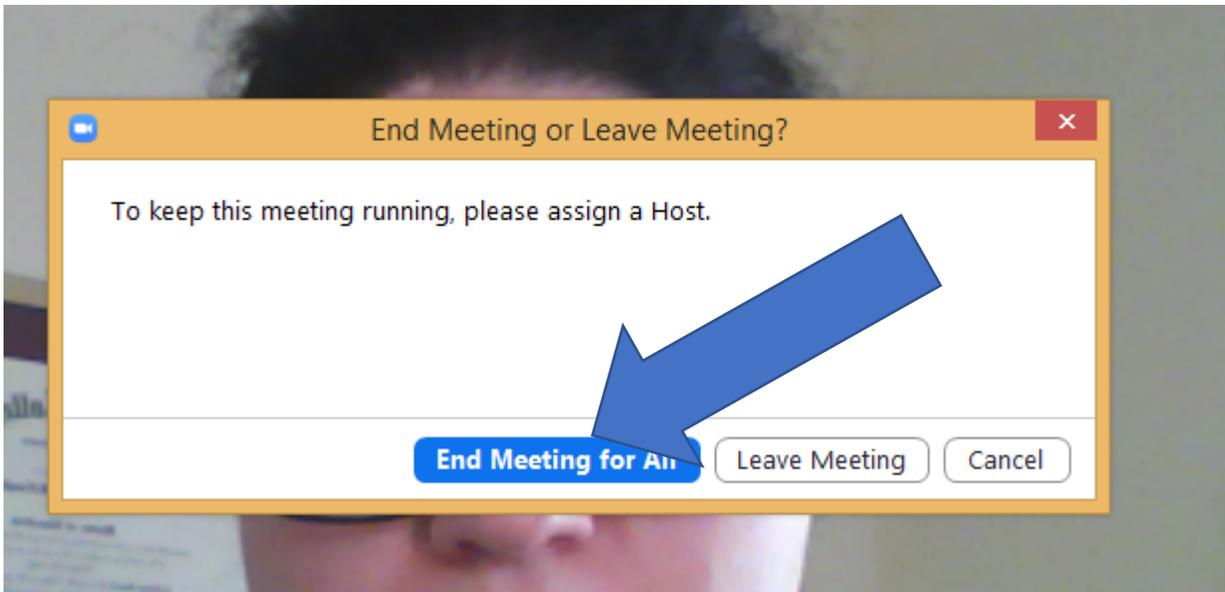
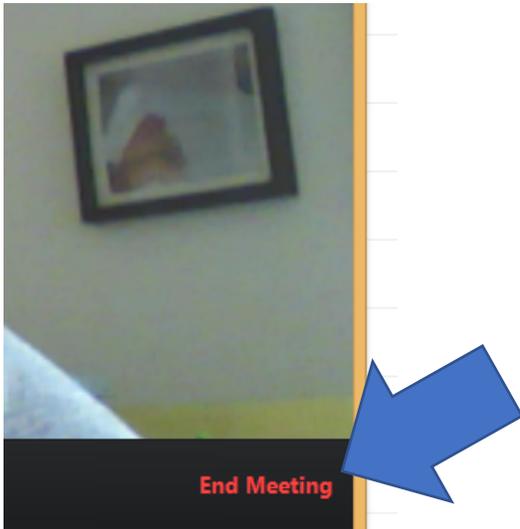
You can click "start video" at the bottom left and see how you look on there, how to bend the screen of your computer or laptop, etc... Here's how I looked. Nice hair, huh?



Mute and stop video functions are at the bottom. During a session you can click those buttons to unmute or stop/start video at any time. (i.e. dog is barking like crazy, mute yourself, want to talk, unmute, etc...)



After you have played around for a few minutes, end the meeting.

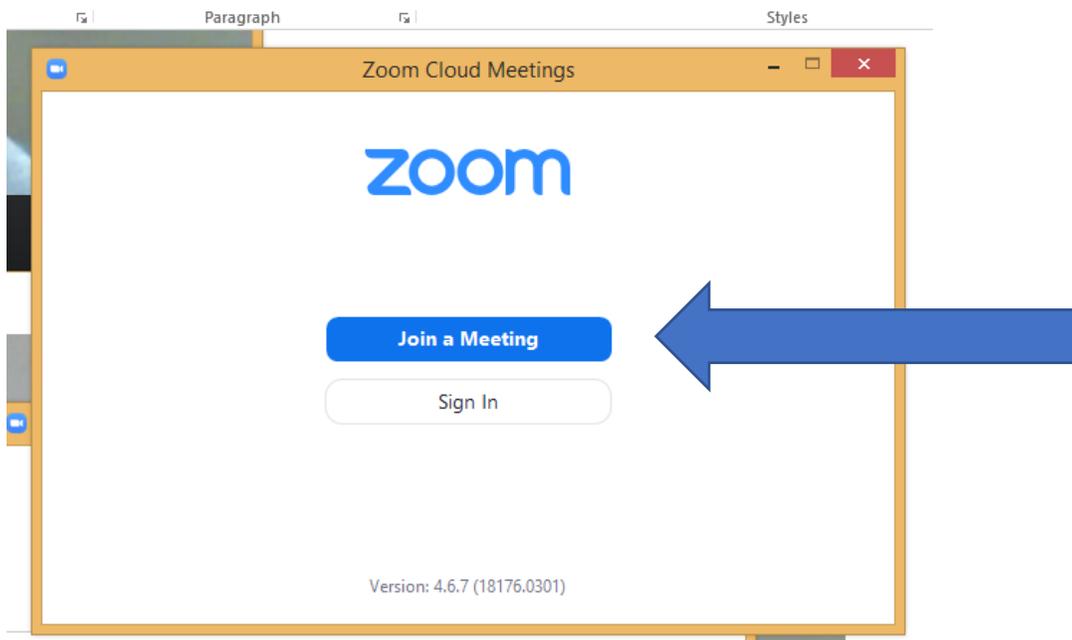


Scroll down for instructions on how to join your first zoom session. You will receive a meeting ID in Michelle's weekly email for coffee hour from 10-10:45 am. A few minutes before the coffee hour, or anytime within that window of time, follow the instructions below to attend coffee hour.

Go to <https://zoom.us/> and enter your username and password information just like before, or it may log you in automatically. Eventually you will see a screen with a join meeting link at the top right. Click that.

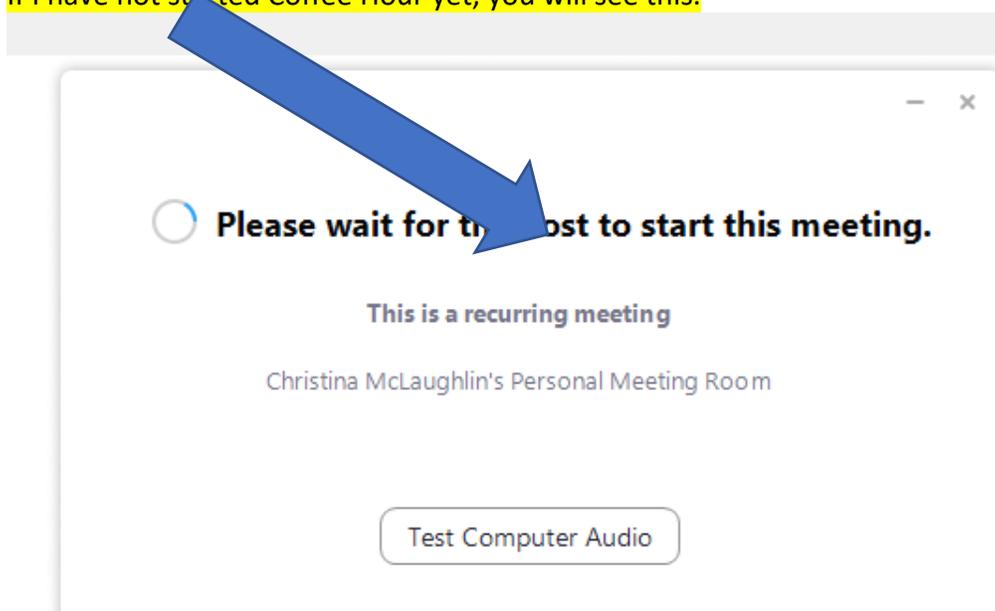


If you see a screen like this, click join meeting.



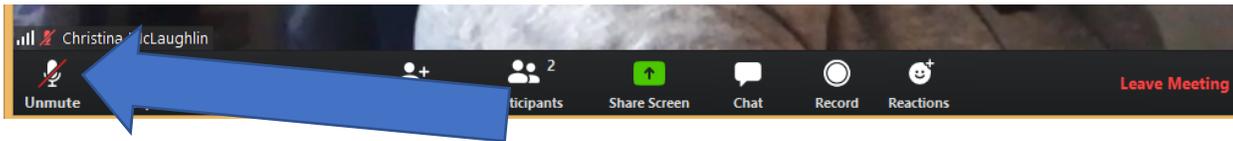
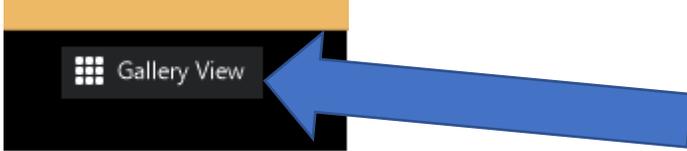
Type in the zoom ID. It will be given to you every week via Michelle's email. Enter the number then click join.

If I have not started Coffee Hour yet, you will see this.



Once I start, you should see my picture. Click “join with video”. Then on the next screen check the box at the bottom that says “automatically join audio by computer...” and click “join with computer audio” in the blue box.

You can see only me unless you click Gallery View. That will allow you to scroll through and see each other.



You may be muted to start, but when you want to speak, you can click the microphone.

You can go back and forth with the video or microphone during the meeting as you wish. I will give you other tips like that once you are in the meeting. When you wish to leave the meeting, you click Leave Meeting, at the bottom right.

Feel free to contact me by phone during the week leading up to coffee hour if you would like me to walk you through this and/or test out your zoom connection in prep for Sunday.

Blessings and Love! Christina and the McLaughlin Family