How to Join SSCC Online Competitions and Programs Using Zoom – by David Terao

We will be using the Zoom application for online competitions and programs. If you wish, you may download the free Zoom app at the Zoom website (or Apple Store for Macs) to avoid any last minute issues before a program. The easiest way to join the meeting is to click on the https:// link (example given below). If you did not previously install Zoom on your computer, clicking on the link will automatically install Zoom for free. NOTE: If you have a Mac and use the Safari browser, the link might not work, and you will have to input the Meeting ID when prompted (also discussed further below). Give yourself 15 minutes or more before the scheduled time to join the meeting to be sure your system is working OK.

This is a typical "formal" invitation to the meeting that you will receive:

You are invited to a scheduled Zoom meeting.

Topic: SSCC Camera Club Competition
Time: April 16, 2020 07:30 PM Eastern Time (US and Canada)

Join Zoom Meeting
https://us04web.zoom.us/j/*xxx-xxx-xxxx* ((*the meeting ID number will be in the invitation)*
**Meeting ID: *xxx-xxx-xxxx***

The meetings will start at 7:30pm but the meeting 'room' will be open from 7:00pm so that you can check that your system is working. We will not be able to trouble shoot with you once the meeting starts. Also, note that our online meetings will be open to general public via the SSCC Meet-up group, and we are limited by Zoom to 100 participants. So, logging in early will ensure you will get a seat.
Please mute your microphone or phone except to ask a question.

To Join:
- Click on the https:// URL above and that will prompt you to join the meeting.
- If you have never used Zoom before on that computer, your screen will look something like the image below.
- It is asking you to OK the download and installation of the free Zoom app, which is what the browser will use to actually enter the meeting:
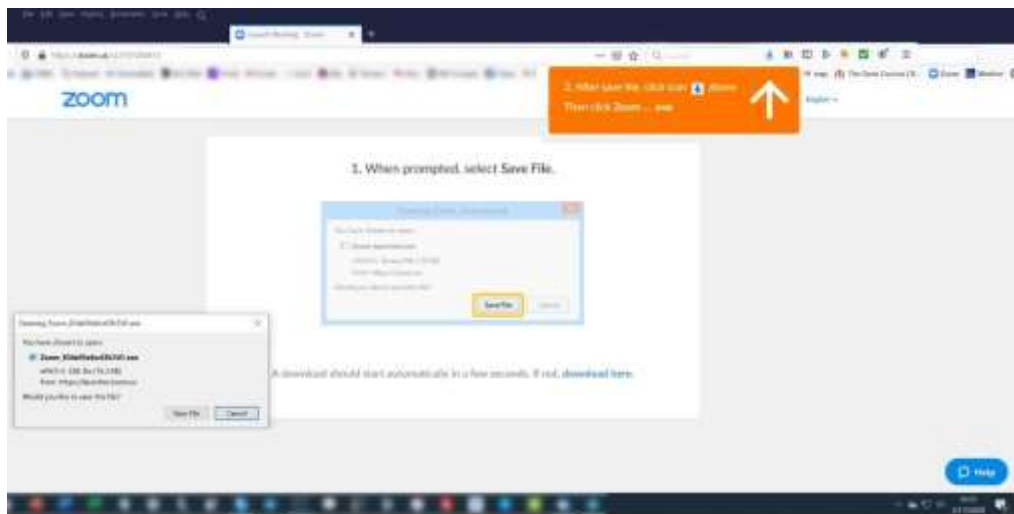
Click on "Save File" then click on the download icon (above the orange box). That will install Zoom and then open your meeting. If you want to install the Zoom app ahead of time, go to https://zoom.us/download

[NOTE: If you join from the zoom app rather than from clicking the URL, you will need to type in the Meeting ID, as in this diagram:]

Please note, you do not need a video camera to participate in competitions and speaker presentations. You will want to see the competition, and hear the commentary (on your computer or through a separate phone dial-up) but YOU do not need to be seen on camera for these programs. You might need a camera for A Closer Focus programs though, if you intend to interact with the host and members.

There are options at the lower-left bottom of the screen to control your microphone (mute/unmute) and your video (start video/stop video). The little "up" arrows next to each of those permits changes (e.g. attaching a headset, etc). At the top of your screen are icons to toggle between "Speaker View" (that shows you who is speaking in full screen with participants in thumbnails) and "Gallery View" (that shows you thumbnails of all participants with a highlight box around who is speaking at the moment).

NOTE: If you see "Gallery View," it means you are in Speaker View. And, if you see "Speaker View," then you are currently in Gallery View.

Please note these two very important icons at the bottom, shown below, are the "Mute" and "Chat"
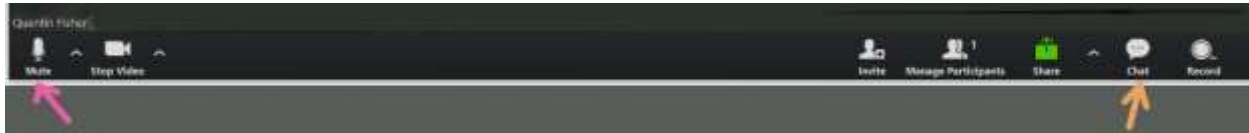
- ==PLEASE keep your microphone muted during the presentation.==
    - Unmute to ask a question or make a comment.
    - The meeting might be set up so that everyone who enters the meeting is muted to start with.
- "Chat" allows you to send a text message to everyone in the meeting or to an individual in the meeting.
- If the audio is low, you will have to control the volume on your end using your computer's controls - the Zoom host and the Zoom app cannot control your audio volume.