

## **JOINING FBCK BIBLE STUDY CLASSES USING ZOOM**

You can join a class using any computer, tablet, or smartphone. We suggest that you first download the Zoom client from your app store (for mobile devices) or the Zoom website (for computers). You can find downloads at [https://zoom.us/download#client\\_4meeting](https://zoom.us/download#client_4meeting). If you do not download the client first, it will automatically download the first time you join a meeting. This is a one-time step; you won't have to do it in the future.

To join a meeting, just click on the meeting link. It's that easy! If you don't have a link, go to the zoom website ([www.zoom.com](http://www.zoom.com)) and enter the meeting ID number.

Note that the audio is muted for all attendees by default, to keep background noise down. You can unmute yourself (or the host can unmute you) any time you want to talk. Also note that your video is on by default, but you can turn it off at any time.

### **FREQUENTLY ASKED QUESTIONS:**

**Q:** What end-device do I need?

**A:** You can use a computer, smartphone or tablet (Windows, macOS, iOS, or Android).

**Q:** I only have a regular phone. Can I still use Zoom?

**A:** Yes, but you won't be able to see what the leader is presenting. To join a meeting with audio only, dial (646)558-8656. When prompted, enter the meeting ID number.

**Q:** It asks about a Zoom account. Do I need one?

**A:** No, just click on "Join a meeting" on the first screen. (Having a zoom account will give you more options but is not necessary.)

**Q:** Can I ask questions or participate in the discussion during class?

**A:** YES! When you want to talk, just unmute your microphone. We do ask that you keep your microphone muted when you are not speaking, to eliminate background noise. Participant audio is muted by default at the beginning of class.

**Q:** Will Zoom show my video to others?

**A:** By default, Zoom is set to show your video to others in the meeting, but you can turn it off at any time. When your video is off, Zoom will only show your name.

**Q:** Can I use Zoom's chat function during the class?

**A:** Yes, you can direct chat messages to the leader or to other people in the class. However, be aware that the leader may not be able to see chats directed at him or her, depending on their configuration.

If you have other questions, let us know and we'll post them in the next version of the FAQ.