

Nowadays, online meeting software is reliable, and you shouldn't have any trouble joining the session. However, there are some things you can do to make sure you have the best possible experience.

The software we use is called Zoom and it will need to download some software so you can take part. This means it's a good idea to try out Zoom before the day and time of the session to make sure your device is ready.

The Invitation

The invitation to the Zoom session will look something like this, *(but without the coloured text as this has been added for your reference through this document)*:

Monday 6th April 2020 @ 11.00am – 11.30am

Autism Movement Therapy Based Session with Hilary

Join Hilary for a MovementWorks online AMT based session

Link for Zoom Session

Click on the link below to join the Zoom Session:

<https://zoom.us/j/899950917?pwd=K0FLekFSU2VZNVVYR0hKNmpCUjRlUT09>

Meeting ID: 899 950 917

Password: 094510

Before the Session

You can either

a) Click on the [link](#) in the invitation

or

b) Navigate to <https://zoom.us/support/download>

to download the software to your PC

Try to use a wired internet connection where possible. This will mean your connection will be much more reliable and the audio and video less prone to breaking up. Plugging a laptop or desktop computer into your wireless router is easy and you can get a cable for about £1:



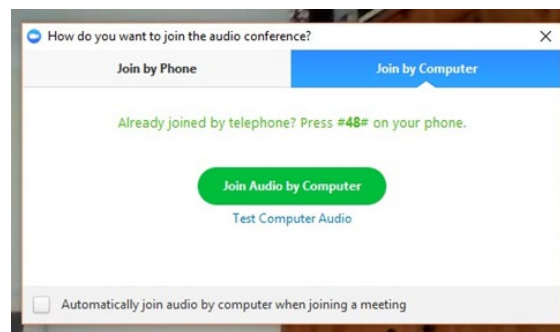
MovementWorks Online Sessions

Zoom Online Instructions



When it's time to join the Session

Shortly before the advertised start time of the session, click on the link in the invitation. If you have already set up your device with the Zoom software, this link should take you directly into the Zoom system. If you haven't set up your device yet, it could take a few minutes to do so.



If the link doesn't seem to be working, go to <https://zoom.us/join> and type in the **Meeting ID** number from your invitation and then the **Password**

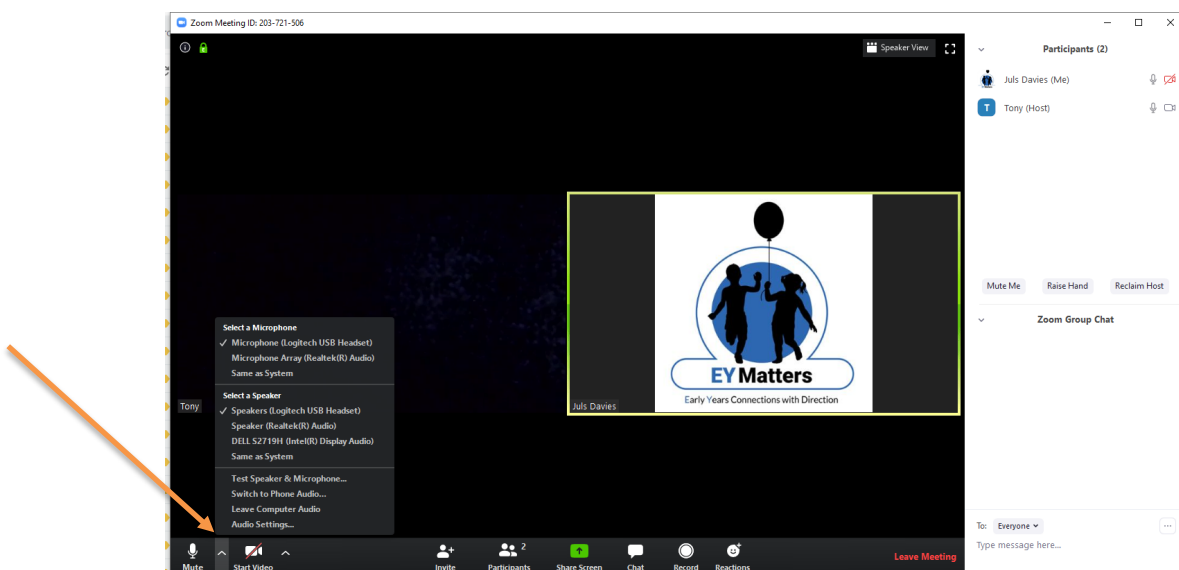
You should now see the Zoom window and probably a button to press to join the audio conference. **You should press the green button to join via computer:**

- The sound from Zoom will play automatically through your device once you have joined the session. Your audio is turned off by default as this will prevent audio feedback or other noise from your location being transmitted.
- **The video is turned on by default and you can turn this off if you would prefer not to be filmed.**

Sound

If you have a problem with sound from Zoom, try the following fix:

Click the up arrow next to the microphone icon and select a different Speaker from the list:



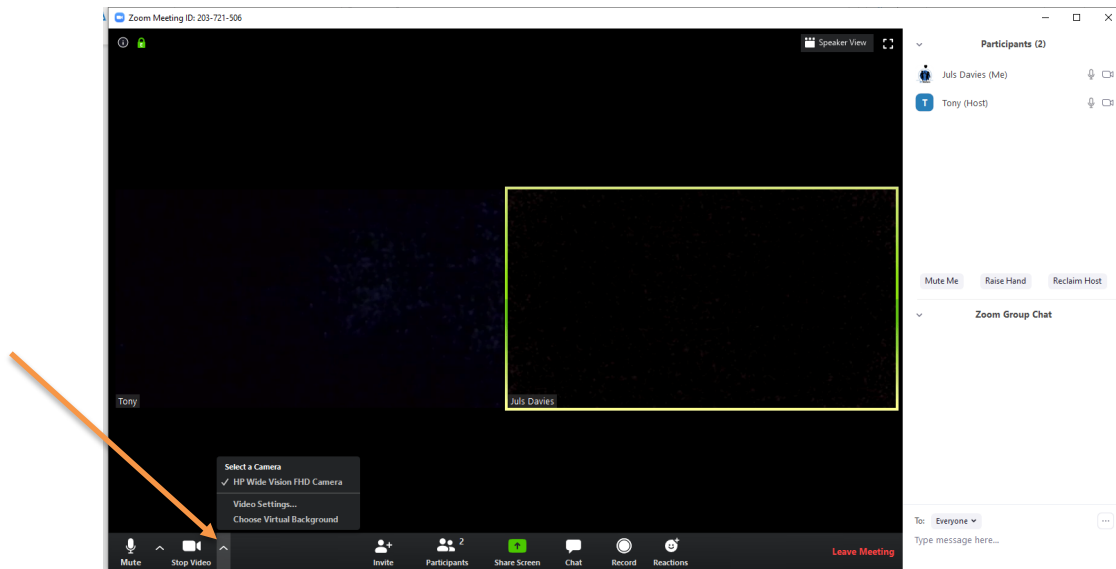
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Video

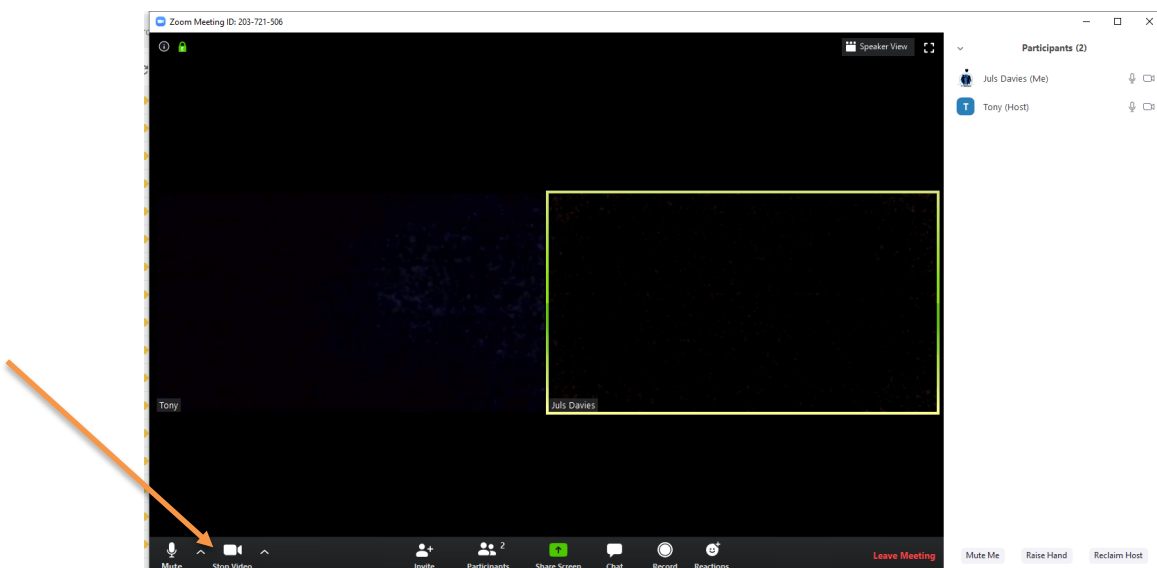
If you have problem with the video on Zoom, try the following fix:

Click the 'up arrow' next to the Video icon and select the correct web camera and ensure that it is directed towards you.



Turning off Video connection

If you would prefer not to be filmed, then you can turn the web camera off by click on the 'Stop Video' instruction below the camera icon



You can see that the video connection is now turned off as there is a red line through the Video icon.