

Zoom tips

What you need before

- A laptop (this is best), tablet or smart phone with a camera.
- Use the link you received from the email or text message to access the app.
- If it is the first time, you will need to download the app here

<https://zoom.us/download>

Take these steps

1. Click on download (some smart phones already have app ready to go)
2. Zoom app will download to your computer
3. Click on the file that was downloaded and follow instructions. **YOU DO NOT NEED TO CREATE AN ACCOUNT.**
4. Click on the link that I provided which gets you to the meeting room. The meeting room is like a gateway so I can admit only those that I know into the session.
5. The class will open its doors 15 minutes before the class starts, and you will see a meeting room message where you can wait for me to open the doors.

Before the meeting

- I will send you an email with the zoom link the day before.
- Make sure your device is fully charged.
- Request a practice call to gain confidence before your session. Simply text Kendra on 0417423804 anytime.
- Organise your space so that you have the following props available to you; mat, bolster or 2 pillows, block or small folded towel, yoga strap or towel, chair if you can't sit comfortably on floor, cushion and blanket.
- Place your device on the floor next to you, far away that you can hear and or see me, approx. 1.5 metres away.
- Quieten your area, prevent distractions where possible, and be flexible when things change.
- Arrive 15 mins before the session starts to address any tech issues and ask me any questions about the practice, and settle in. **WE CAN DO THIS TOGETHER!**
- Choose an audio device that suits you. Bluetooth headphones are useful but not necessary, your device will have its audio set for you.

During the session

- Once in, you can choose to have your video on or off. Look for the icons down the bottom of your screen if on a pc. If on a phone, tap the dark space to see icons light up. Having visual off is useful when doing yoga as you may like to just follow my voice and remain in the privacy of your home. If I am demonstrating a movement, you can see me on your screen, but I cannot see you to correct you. My visual and audio will be on throughout, but I will mute everybody, so the recording does not have everyone's sound blurring my sound. Just know that you have CHOICE here.
- Click on end meeting bottom right, to end the meeting.
- Some classes may be recorded after the acknowledgement of country until the namaste at end, and then distributed to those who could not attend. If you do not wish to be seen during the session this is your choice.
- Have the app on auto update so you can rest assured that security and safety concerns are updated.

Trouble shooting

- At the bottom of the screen is a chat box (a little speech bubble), please type in any comments, particularly if you are unsure about a practice, or your internet drops out or you need to leave the session.

Audio not working?

- Make sure your volume is up high.
- Look at your zoom screen and make sure there is not a red line through your microphone icon. This means your audio is off. Click on it to bring it back.
- You can end a meeting and come back in if nothing else works. Make sure you click on join audio if prompted, and check if there is a red line through audio, click to unmute.
- I have my phone on me during the session so you can communicate any troubleshooting to me, and we can work through it together.
- Restart computer if all else fails.

Video not working?

- Look on your zoom screen and make sure there is not red line through your video. If so, click on it so it disappears.
- Look to see if your camera is on, it might have a light on to show it is.

If things go wrong, do not blame yourself, blame the technology!