

ZOOMERS

Embrace the Zoom Drum Circle experience with an open mind and a kind heart.

- Zooming takes a little getting used to, so be patient with yourself and with others.
- Tech kerfuffles do and will happen ... we have to roll with it for what it is.
- Smiling faces encourage your fellow Zoomers! Grin generously.
- Be a positive part of this journey in which we are all learning new ways of doing things, all striving to improve.

GUIDELINES to follow so that we all get the best possible Zoom Drum Circle experience ...

We want to see you and your instrument, so please position your camera as best you can. Ceilings are boring to look at. So are feet.

Although the 'background' feature (enabling you to be sat on a virtual beach, or a mountain top, etc) on Zoom is quite cool, it doesn't work well with movement. Drummers tend to look like disembodied jellies which is a little disconcerting for the rest of us!

Check that the lighting in your room doesn't turn you into a weird ghostly silhouette.

Use your real name! You can edit your name once you have joined the meeting by clicking on the little dotty menu in the top right corner of your 'frame'. You may appear as something like C3PO, or Mum, or Mr Jones ... these might have been just fine in a different meeting, however in a Drum Circle it's friendlier to have first names on display.

Please join with your microphone closed (muted).

There will be parts of the Drum Circle where you will have your mic open (unmuted) so that we can all hear each other ... and that means that we can all hear other stuff in your background ... phones ringing, dogs barking, voices talking, etc etc. Just sayin' ;)

Once you have entered the meeting, click the option on your screen to TURN ON ORIGINAL SOUND - by default this will be off. NB To have this option you will need to have enabled it beforehand via the settings menu (see below).

Please do adjust your audio settings prior to the meeting as set out below. It makes a real difference to what you will hear, and how we will hear you.

ZOOM AUDIO SETTINGS

Here are the optimum Zoom settings, based on my own experiences, and my learning from some generous tech experts! These settings will greatly enhance your Zoom experiences for Drum Circles, and in fact can remain this way for other (verbal) meetings too.

Open the Zoom app, and under your profile pic in the top right-hand corner you will see the settings wheel. Click. Then click on Audio. Different devices will display differently, but you will see something like the screen below, with various options to tick or untick.

Suppress background noise - set this to LOW

Under Music and Professional Audio:

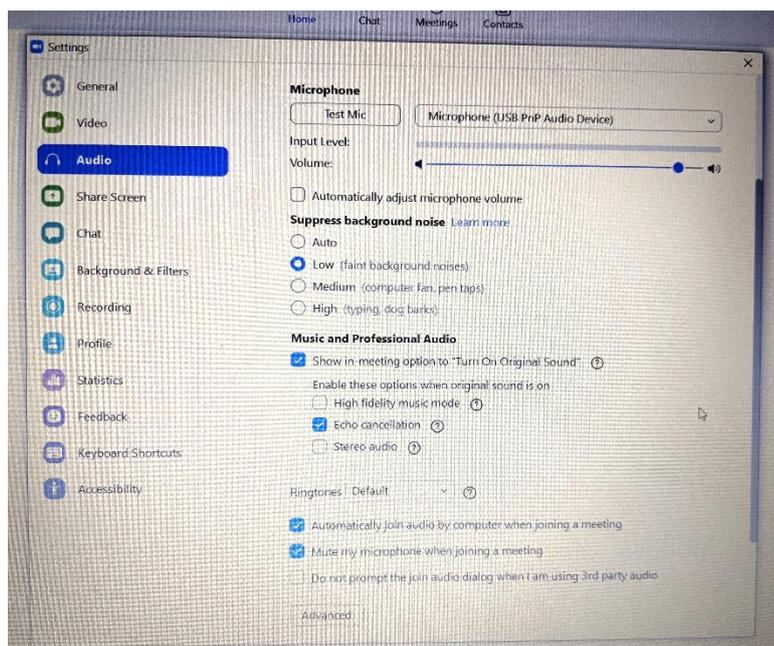
Show in-meeting option to 'turn on original sound' - MAKE SURE THAT YOU TICK THIS

Echo Cancellation - TICK THIS

Automatically join audio by computer when joining a meeting - TICK THIS

Mute my microphone when joining a meeting - TICK THIS

Notice here that you can test your microphone and speaker too, which is a good idea to do at some point before you join a meeting.



THE BASICS

If you are new to Zoom, here is an overview of how to get yourself aZoomin'!

This is Zoom's website <https://zoom.us> which has lots of information. Basically, Zoom is a video calling platform for online meetings. It has become hugely popular over the last year or so, and is used by all sorts of businesses, work places, educational facilities, families, friends, committees ... the list could go on ... any group who wish to meet up in the virtual space. There is no need to pay to use Zoom - it is free! (unless you are intending to host meetings yourself on a professional basis).

My top tip is ... **DO NOT BE AFRAID!** Familiarity brings knowledge and confidence, so take the bull by the horns, and go for it! Everyone was a newbie once, and we're all on the same side! Being on a video connection online is really no more scary than being in a room with real people, and even the shiest of us manage that when we want and/or need to. Live online stuff can feel surprisingly 'connected' and opens up a whole new avenue for us. Arm yourself with a little knowledge and practice first, and then you can join the Zoom meeting with confidence and get the most out of the experience.

Zooming is best on a laptop or PC. You can Zoom on a phone or tablet, but it is restricting if you are joining a meeting of more than 2 or 3 people, as you will not be able to see everybody at once, and there is a lot of 'swiping' involved which becomes rather tiresome!

Whether or not you use headphones/earbuds or your sound comes through your device or an external speaker is a matter of choice and hardware. For Drum Circles, you will want the best possible sound that you can achieve, so use whatever is your best bit of kit.

Adjust your camera angle so that you can be seen clearly by your fellow Zoomers. Not too close or too far away, not too high or too low. Adequate lighting ensures a clearer picture. It's good etiquette to be properly visible, and makes for a better experience as a group.

Zoom can be used without downloading the app , but I would definitely recommend using the app - things always run much smoother!

You can join a meeting either via the opening page of the app, (click 'join' and then type the meeting ID number into the box) , or sometimes by clicking a link via another site, such as Eventbrite, which will then open your app for you and take you straight to the meeting. You may be asked to enter a password, which your meeting host will have provided you with.

My Drum Circles via Eventbrite just require a click through from the email that you receive, which is the easiest way by far. This takes you to the event page where you can simply click the button and be taken straight to the Zoom meeting.

Upon joining a meeting you will most likely be asked to wait for the host to admit you. This is like being in a waiting room; the host can see that you are there, and will bring you in.

Make sure that you click to a 'full screen' view or make your window large. You will be able to see the host and anyone else who is already in the meeting, and they will be able to see you, (assuming that you have your camera turned on).

On the screen you will see microphone (mute/unmute) and video controls for yourself, meaning that you can turn your video and microphone on and off. The host has the facility to close your microphone (ie, mute). This obviously helps the meeting run smoothly for everyone, and also saves you having to panic if you can't turn it off yourself :)

Make sure that you have your volume turned up / your speaker switched on.

When you enter a Drum Circle meeting, click the button to 'turn on original sound'. Drums and music sound so much better this way, and we will be able to hear your drum or instrument too for the parts of the meeting where you may have your mic open (unmuted). See under SETTINGS at the top of the page for how to enable original sound.

There is a chat facility on Zoom, meaning that you can type to respond to the host, and post questions and comments. The reactions button is not necessary but can be fun to use - the emojis will be familiar to you.

Here you will also see that you can click to 'raise your hand', for instance if you want to get the host's attention in a meeting where mics are closed (ie, you are muted). However, you can of course just raise your real hand! If you have something that you want to say or ask, and the chat bar doesn't do the job, then put your hand up to let the host know that you would like to speak, and they will come to you as soon as appropriate.

Try out the view button, and see what works best for you and for your device. 'Gallery' gives you a view of everyone in the meeting, and 'speaker' gives you a larger view of whoever is making the most sound. Your host also has 'view' controls which may over-ride yours.

If you have downloaded the app, you can have a practice by having a meeting just with yourself! Open the app and click 'new meeting'. It's a good way to get familiar with some of the buttons on the screen!

There are loads of good YouTube videos to walk you through zooming, and Zoom itself has useful tutorials which you may like to take a look at.

<https://support.zoom.us/hc/en-us/articles/206618765-Zoom-video-tutorials>

Having just typed all this, even I can't believe how long this page is! Please don't think this means that Zoom is complicated. It really isn't. Most people feel rather self-conscious and perhaps slightly vulnerable when they first use online meetings. Please know that you are joining a friendly and safe space where we are all on the same team. Looking forward to seeing you :)