

# Zooming for the High Holy Days

## 1. Mobile device or computer?

Not all Zoom meetings are equal -- features vary by platform (PC, Mac, iOS, Android, etc.), and some features vary based on your device's processing power.

Beyond the most obvious downside to video conferencing on mobile -- the comparatively small screen -- Zoom for iOS and Android contain watered-down and less intuitive versions. For instance, the mobile version only allows four participants to appear on screen at once, as opposed to a maximum of 25 to 49 on laptops and desktops.

Importantly, your available features will vary based on the Zoom version you have. Make sure you keep your Zoom app updated to the latest version.

## 2. Do I have to use the video feature?

You have the option to use your computer or device camera to broadcast yourself or you can just watch others and participate using your device's microphone. You can also show and hide your video during a meeting.

## 3. How do I join a Zoom meeting on a computer or device?

There are two ways to join a meeting:

1. The host provides a web link to click on from your computer or device. The first time you do this, you will be prompted to download and install the Zoom software/app. It will guide you through creating a free account. Subsequently, the Zoom software/app will open automatically.
2. You start up your Zoom software (app), and enter the Meeting ID and (optionally) Meeting Password.

High Holy Day services on Zoom will require online registration. You will then receive an email with a personalized link to all services.

## 4. Can I join a Zoom meeting with a dumb phone (not a smartphone)?

If the meeting has been set up to allow it, the host will provide a phone number to call. You will have the same audio capabilities (listen and speak) as the video participants.

## **5. How does my name get displayed?**

The name you used when you set up your account will automatically be displayed.

## **6. How do I change the name displayed for a meeting?**

On a PC or Mac, hover over your name, click the 3 dots in the top right-hand corner (...) or the word "More," and choose Rename to change your screen name displayed to other participants. On a smart phone or tablet, go to the Participants list and tap your name to rename yourself.

## **7. If I don't use video, what will be displayed?**

If you choose not to use a computer or device camera, your name will be displayed instead. You can substitute an image such as a selfie by adding it to your profile. Click on your name in the participant list, and then on the "More" button next to your name. You will then have an option to upload a picture from your computer or device.

## **8. What is the "beauty filter"?**

This filter aims to smooth over your appearance, making you look dewy and well-rested. If you've ever used beauty mode on your phone's selfie camera, you know what you're getting. To turn it on, click the up arrow next to Start Video. Click Video Settings, and under My Video, check the box for Touch Up My Appearance.

## **9. How can I see who else is there?**

The screen has options for how to view individuals using cameras. You can play around with the options by clicking "View Full Screen" or "Exit Full Screen" and clicking on Gallery view, and more. Options vary based on your device.

## **10. How do I switch between Gallery and Speaker Views**

Gallery view lets you see small images of everyone in the meeting at once, instead of just the person speaking. To turn that on, click the tab that says "Gallery view" in the top right corner. If the meeting has 25 or fewer attendees, you will see all their screens displayed on one page (desktop client). If there are more, you will have the option to move between multiple pages. Change it back by clicking "Speaker view" in that same top right corner. If your CPU supports it, you can change your video settings to display up to 49 participants per screen in gallery view.

The screen has options for how to view individuals who are using cameras. You can play around with the options by clicking "View Full Screen" or "Exit Full Screen" and clicking on "Gallery View," and "More." Options vary based on your device (phone, tablet, computer).

## 11. How do I hide nonvideo participants?

On a larger call, your screen can get cluttered with participants, which can be distracting, especially if some don't have their cameras on. Hide the participants who aren't using video by going to Settings > Video > Meetings, and check Hide nonvideo participants.

## 12. How can I "pin" a participant?

Pin video allows you to disable active speaker view and only view a specific participant, whether he/she is speaking or not. It will also only record the pinned video if you are recording locally (to your computer). Pinning another participant's video will only affect your local view and local recordings, not the view of other participants.

## 13. What settings can I tweak?

When you log into the Zoom web portal and sign in to your account, you will see lots of settings you can change that will affect your defaults for future meetings.

You can use the Zoom Desktop Client and Mobile App to change some settings without logging in to the Zoom web portal. After you sign in but before you join a meeting, click your profile picture (or initials) in the top right hand corner and then click **Settings**. There you will a list of settings with various options, depending on your platform and version. Pay attention to the **audio** and **video** settings.

You can even change some settings while you are in a meeting. For Instance, if you see an arrow next to the video icon, click it and go to **Video Settings**. From there, you can switch to other settings.

## 14. How can I optimize my connection?

- Avoid other activities that steal bandwidth. Close out of any programs that are running in the background.
- Avoid activities on other devices that share your Internet connection, such as streaming video on a TV or downloading/uploading on another device.
- Move your device closer to your router. Make sure your cables are secure.
- In general, wired connections are better than Wi-Fi connections, and Wi-Fi is better than cellular.
- Have your Internet Service Provider check your connection. Consider upgrading your connection speed.