

## Guidelines for joining a Zoom seder:

We suggest that you download and print the EET Hagadah prior to the start of the seder, or view it on a separate device.

We encourage you to be ready on Zoom at least 10 minutes prior to the start of the seder.

## https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting

After you register, you will receive an invitation with a link that begins with <a href="https://zoom.us/">https://zoom.us/</a> followed by numbers and letters. You can click this link or copy and paste it into your internet browser. <a href="https://zoom.us/">First Time Users</a> - If you have never used Zoom before, you will see instructions for downloading the Zoom program. Follow those instructions and agree to install Zoom.

If you are having internet connection difficulty, you can use any telephone to call in and have audio only. Call the phone number included in the Zoom invitation. You will be asked to enter the Meeting ID, which can be found in the Zoom invitation.

Choosing Zoom Audio - Once the meeting starts, you will choose the type of audio you want to use, if you are on a computer. It is recommended that you click the "Join with Computer Audio" button.

You may see a notice that the Host has not yet joined.

Once the Host has joined, at the top right you will see either Gallery View or Speaker View. If Gallery View is highlighted, just click on it and it will change to Speaker View. Once the Zoom starts, you will see the difference.

<u>Please mute your own audio (or the Host may have already muted you)</u>. You will see the microphone icon at the bottom left of your screen. <u>When you are muted, there is a line through the icon</u>. This will keep background noise in your home from transmitting to everyone else.

If the Host calls on you, please unmute yourself. Please re-mute yourself when you are finished speaking.

Transmission variations turn group audio into noise. When a reader starts a reading or song, please be sure you are on mute, and sing or read as loudly as you like.

The Host may choose not to enable Chat. However, if Chat is turned on, at the bottom of your screen you can click on Chat to type a greeting, comment, or question that all participants will see, unless you choose to direct your comment only to one participant.