

## Zoom Meetings for Confirmation at Immanuel

Zoom calls and video conferencing are a helpful way for youth and our small groups to stay connected. But, there are some safety steps and rules of etiquette that these new Zoomers might not be aware of. Take a few minutes to go over these Zoom meeting details/guidelines with your child before their next video chat.

### Zoom Meeting Safety Procedures for Immanuel meetings with youth:

- Zoom meeting links can be found on the Confirmation website: <https://www.immanuel.us/youth/confirmation>
- The “Waiting Room” has been activated so your Guide/Host will admit you to the meeting room, so when you logon by clicking the meeting link a box will pop up asking you to wait until the host admits you to the meeting.
- The “Screen Sharing” tool is only available for your Guide/Host to use.
- The chat feature has been turned off to help you focus in on the group conversation.
- When using Breakout Rooms there will be at least three people in the room (with at least one being a Student Leader or adult Guide).
- Virtual backgrounds have been turned off to help reduce distractions.
- Students are encouraged to make sure that their name is accurately posted so students are encouraged to “Rename” themselves correctly.

### Zoom Meeting Etiquette

- **Be ready for your zoom meeting:** Gather any materials you need ahead of time (Translation: Have your Bible with you!) Also, make sure you go to the bathroom beforehand. If you want to have water, grab a bottle before the zoom starts.
- **Stay in One Spot during the Zoom:** I know this seems like a great time to give your school friends a tour of your home and introduce them to your pets, but resist the urge. Please stay put and schedule a video call with your friends later to give them the house tour.
- **Know When and How to Mute:** The mute button is your friend in Zoom. When your device picks up any sound, Zoom grabs your screen and puts you front and center. That’s great if you are answering a question or adding a comment. However, it’s not so great if your brother and sister playing loudly in the next room. Turn on mute and keep it on until it is your time to speak.
- **Find a Quiet Spot:** To avoid distraction for you and the others on the conference call, find a quiet spot in your house. It will be easier for everyone to hear from you and for you to hear them. If possible, find a spot in your house that has a simple background and has good lighting. But, don’t sit in front of a window with the light streaming in behind you; that will also make it hard for people to see you.
- **Be on Time:** Be on time for your zoom call. Log in to the call a few minutes early to make sure your device is working properly.
- **Be Respectful:** Remember to be respectful, orderly, and kind. As you most likely learned in your first face-to-face classroom back in kindergarten, "If you don't have anything nice to say, don't say anything at all."
- **No Side “Conversations”:** Just as during regular classroom learning, side conversations can be very disruptive to the conversation we are trying to have. Please do not privately text, chat, or engage in other electronic communication during Zoom meetings.
- **Video on or off:** You are God’s baptized, blessed and beloved child of God – unique, special and wonderful! We’d love you to share your face via video in our Zoom meetings, but we know that for some people seeing yourself on screen makes you uncomfortable, so, if you need to turn the video off, that’s okay (but we’d love to see your face when you’re ready!). 😊