



Get ready for Zoom!

Thank you to Karl Hakkarainen who developed the basis for this presentation for
WISE (Worcester Institute for Senior Education)

What's Happening?

- **Congregation Beth Israel** will start broadcasting Shabbat morning services over the Zoom platform on Saturday, November 14
- **Using Zoom will allow congregants to**
 - Watch the services as was possible on the Livestream, but also:
 - See the faces of others who are watching
 - Participate remotely: davening, doing readings, Torah, Haftorah
- This presentation will explain
 - How to connect
 - Using common Zoom controls
 - Zoom “etiquette”

Connecting to the Zoom Service

- You can connect to Zoom using
 - a computer
 - tablet
 - smart phone
 - regular phone (audio only)
- It's easiest to connect with a Zoom app installed on your device, but you can also connect directly through a web browser

Zoom Installation

If you have not already done so, go to <https://zoom.us/download> and follow the procedure for downloading Zoom on your device.

If you are using a desktop or laptop computer (Windows or Mac), choose **Zoom Client for Meetings**

If you are using an iPad, iPhone, click on the **App Store** button and install **Zoom Cloud Meetings**.

If you are using an Android Phone or Amazon Fire Tablet, click on the **Google Play** button and install **Zoom Cloud Meetings**.

After you have installed the Zoom application, use the Zoom test meeting to make sure that your audio and video options are set properly. Go to <https://zoom.us/test> and follow the prompts.

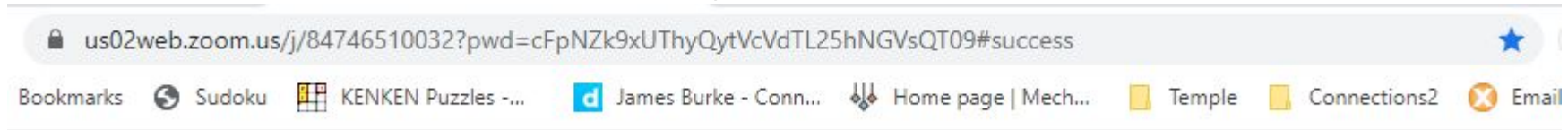
Starting the service

- There are 2 ways to start the service
 - Easier: Click the link in the Shabbat email (this link will be the same every week and can also be saved in your browser favorites)
 - Type in the meeting number (847 4651 0032) and passcode (357685) into the Zoom window
- Both of these techniques can be done before Shabbat begins to avoid halachic “complications”
- Your computer must be set to not turn off automatically after a period of non-use
- You can also dial in to the service (audio only) on a regular phone: 1 (929) 205 6099, then enter the meeting number and passcode above

Saving the Zoom Service Link - 1

The link to Shabbat services doesn't change, so you can click on the link from the weekly email OR save the link in your browser for easier access.

- Click on the link in the Shabbat email
- Another browser window will open with that link in the address field

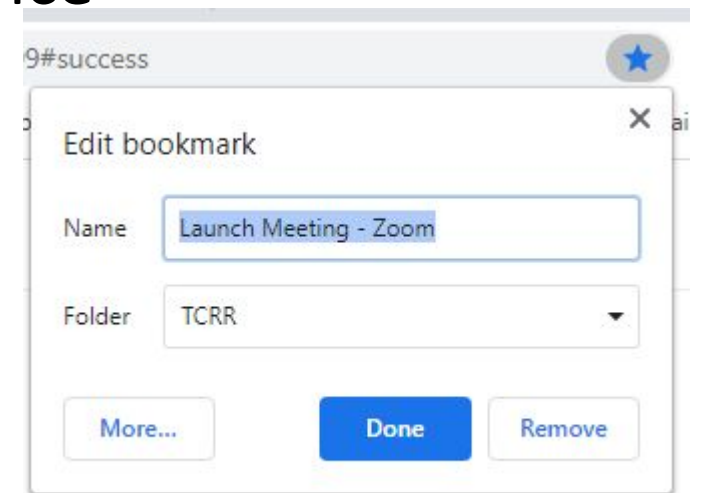


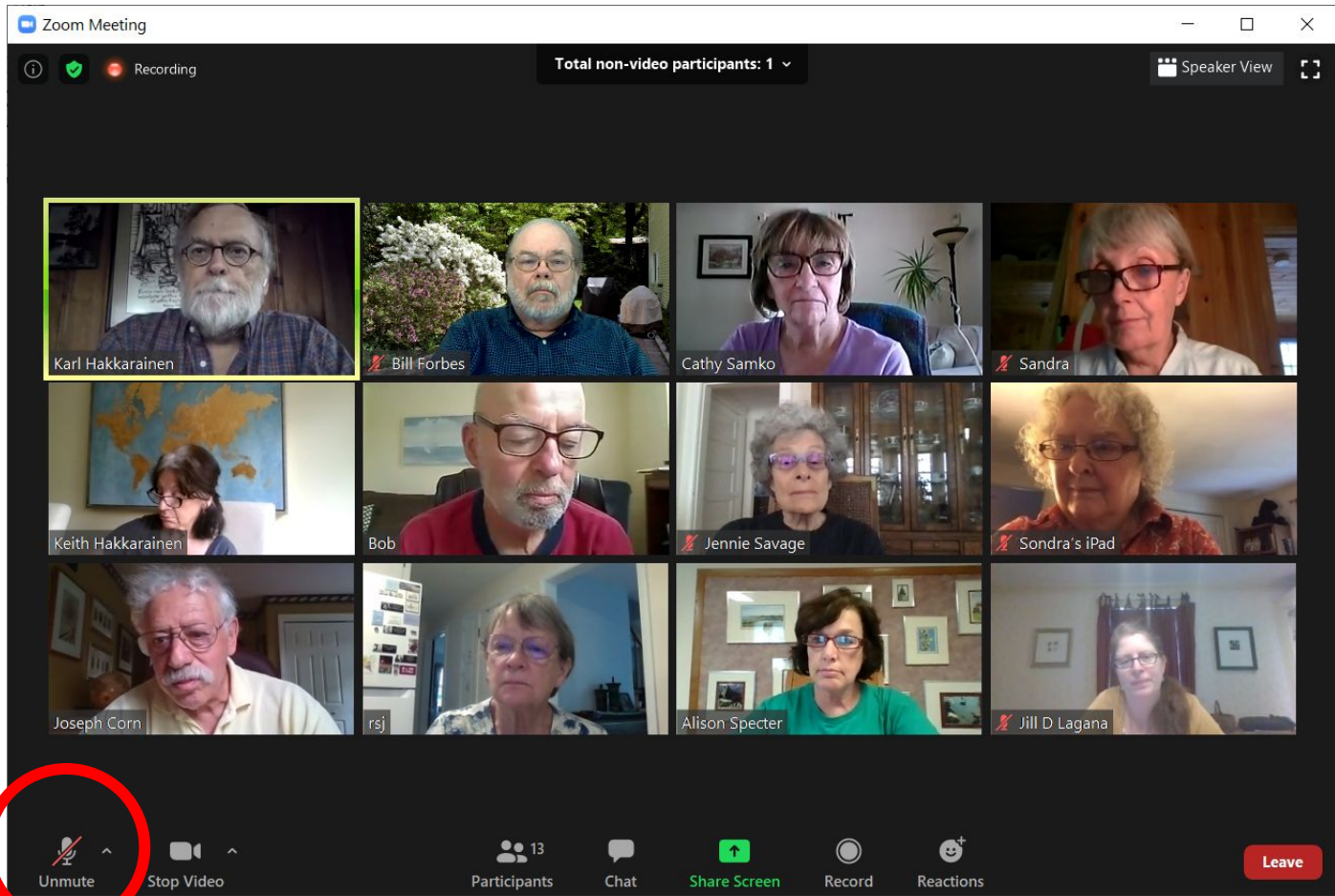
- The Zoom session will attempt to start, but you can dismiss that window

Saving the Zoom Service Link - 2

Add the link to your browser's Bookmarks (this example is for the Chrome browser...other browsers have similar capability)

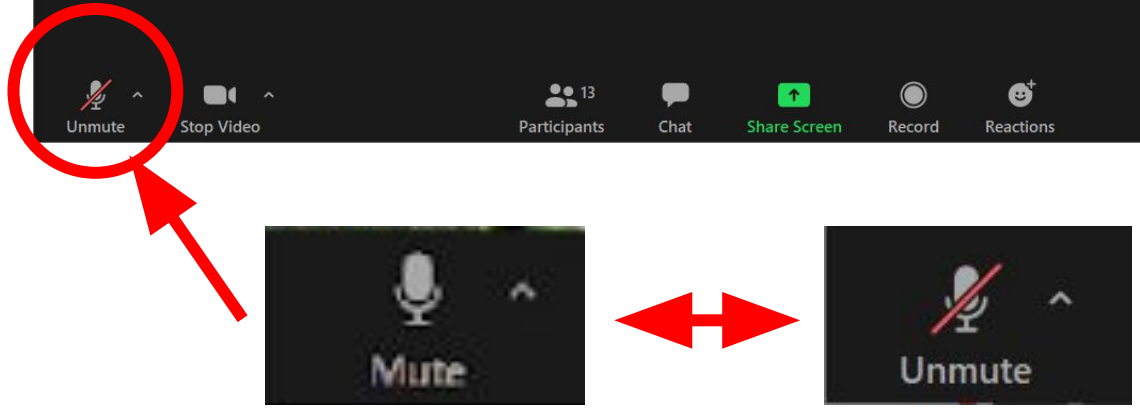
- Click on the star in the address window; a popup window appears
- Name the link appropriately, e.g. BI Shabbat Service
- Click 'Done'
- The link now appears in your bookmark bar

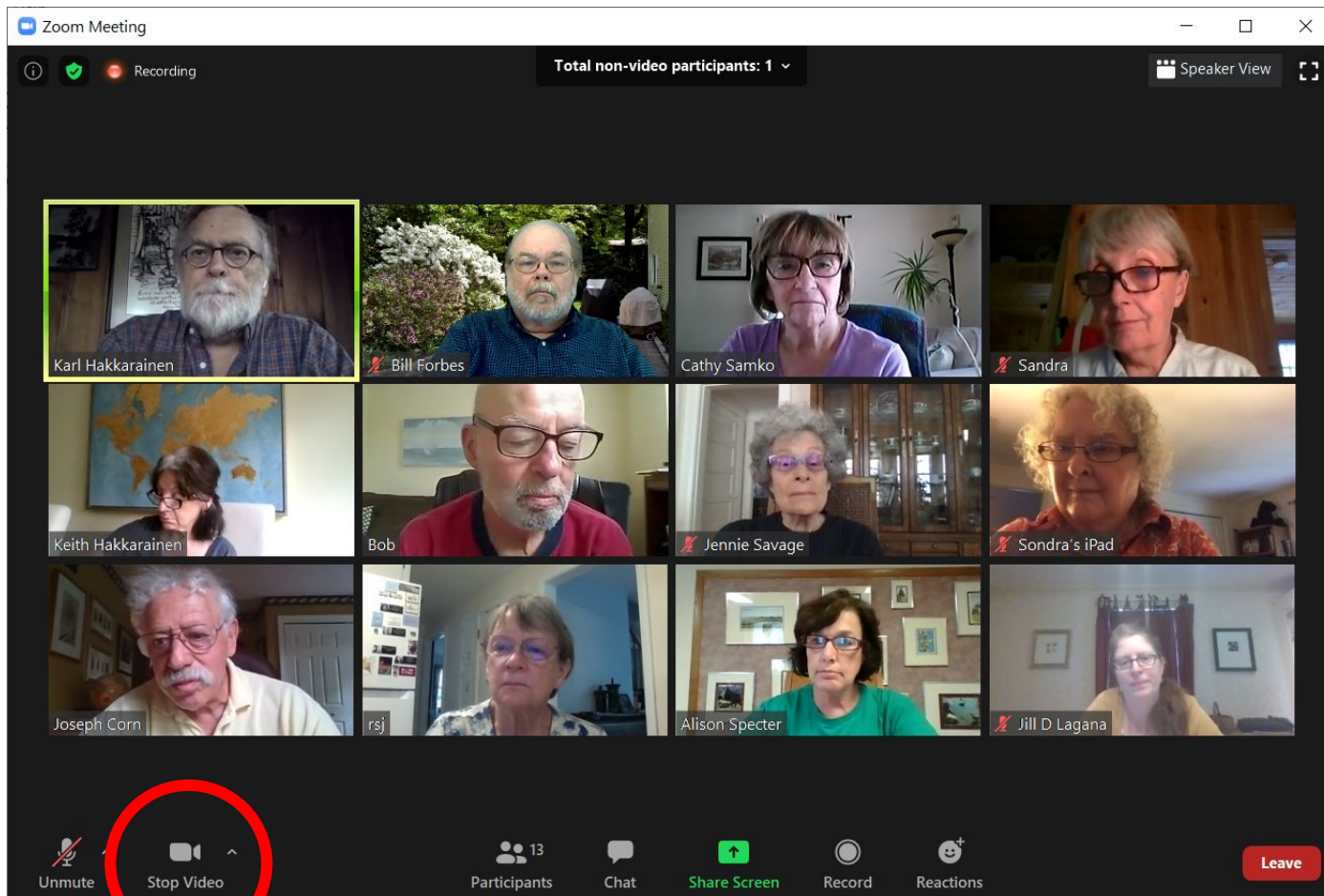




You will be automatically muted, i.e. no one can hear what you say, when you join

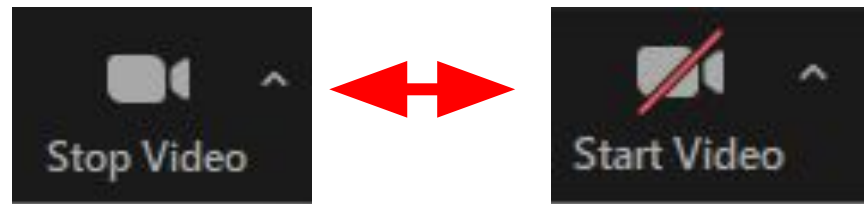
Use the *Mute* button at the bottom of the screen to toggle back and forth between mute and unmute (but don't do this unless you have been asked to participate)

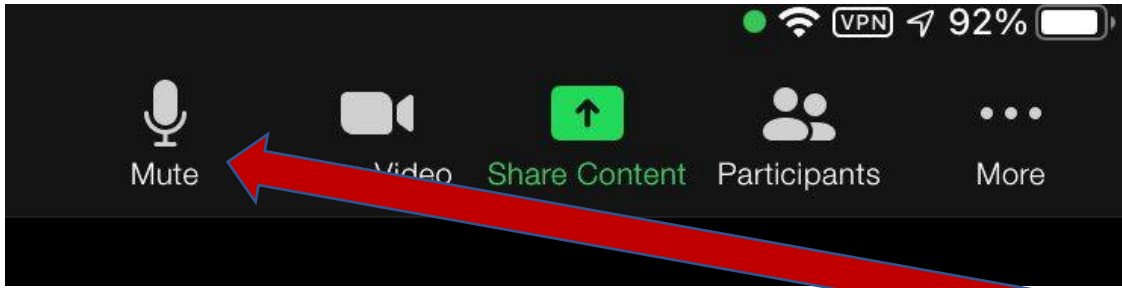




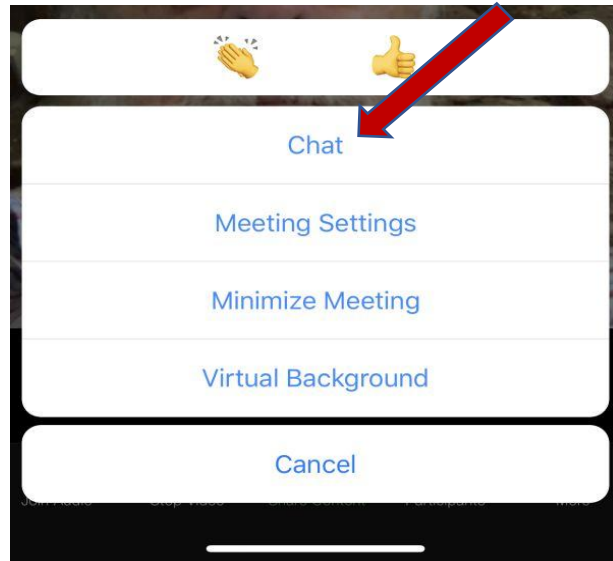
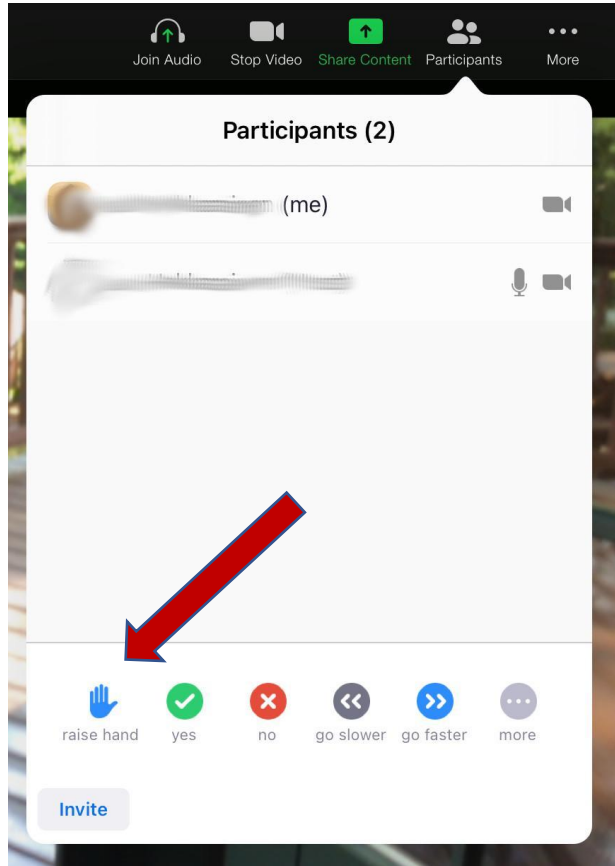
Your camera will be on by default when you join.

If you do not want to be seen, click the *Stop Video* button at the bottom of the screen to turn off your camera. Click it again (it will now say *Start Video*) to turn your camera back on.





Controls for Mute, Raise Hand and Chat the same for iPhone and iPad. Icons are on the top of the iPad screen and on the bottom of the iPhone.



Zoom Etiquette - 1

Please be aware that while you are on camera during this Zoom service everyone can see you, see your background and see what you are doing.

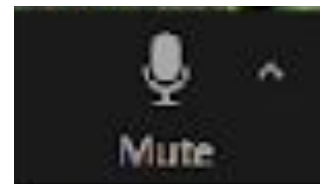
This has several ramifications:

- Consider dressing like you would to go to shul...after all, you *are*!
- Set up your computer in a place where the background is not distracting or not in front of a window (backlighting makes your face very dark)
- Caution others in your household that may not be attending that they are visible if they walk behind you
- Please save eating and drinking for kiddush time; after all you would not do those things in the sanctuary.
- Some behaviors may be considered embarrassing. Feel free to turn off your camera if you need to do something you don't want others see.

Zoom Etiquette - 2

Muting

- It is VERY important to be muted unless you are explicitly participating in the service
- Computer/tablet/phone microphones are VERY sensitive and pick up all conversations, ringing phones, doorbells, barking dogs, etc.
- You will be muted automatically when you enter the service, but you may unmute yourself to speak if you have a part
- You are muted if the microphone icon looks like this:
- Others can hear EVERYTHING going on around you if the microphone icon looks like this:



Other resources

- Info page on the BI web site:
<https://www.bethisraelworc.org/shabbat-morning-services.html>
- Halachic Teshuvah on using electronics on Shabbat and Yom Tov from the Rabbinical Assembly:
<https://www.rabbinicalassembly.org/sites/default/files/2020-05/Streaming%20on%20Shabbat%20and%20Yom%20Tov%20Heller.pdf>
- This presentation:
<https://images.shulcloud.com/7315/uploads/Ritual/BIZoomInstructions.pdf>
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Enjoy the Services!