# Resources for Virtual Connect Groups

We want to continue to stay engaged as a church even in the time when we are asked to limit our social gatherings to 10 people. We are encouraging all Connect Groups, including Freedom Groups, to become Virtual Connect Groups.

## How will we do this:

1. Leverage video conferencing / web conference tools. Sample options below.
   a. We can do this though Zoom (https://zoom.us/meetings) - see page 3 below for sample instructions. (group sizes up to 100)
      - Pricing: https://zoom.us/pricing
      - Free for single user, 40 minute limit on group meetings, as many meetings per month as you like
   b. We can do this through Google Hangouts (group sizes up to 10, or 150 if paid) - see pages 4-5 for sample instructions.
      - Google hangouts is free video conferencing for up to 10 people. Paid versions can go up to 150.
      - https://support.google.com/hangouts/answer/3111943?co=GENIE.Platform%3DDesktop&hl=en
   c. We can do this through Webex (https://www.webex.com/video-conferencing). (group sizes up to 100) - see pages 6-7 for sample instructions.
      - Pricing: https://www.webex.com/pricing/index.html
      - Free for a single host, up to 100 participants, as many meetings per month as you like
   d. We can do this through Facetime calls (if everyone is on Apple devices) (group sizes up to 32)
      - Facetime video calls can hold up to 32 participants
      - https://www.imore.com/how-make-group-facetime-calls-iphone-ipad-and-mac
   e. We can do this through Facebook groups (group sizes up to 6)
      - Create a facebook group and add your group participants into it
      - Facebook group video calling supports up to 6 friends who are all visible.
      - https://www.theverge.com/2018/2/21/17035494/facebook-messenger-audio-video-call-add-friends-family

2. You will need to create an account on one of these platforms and ask your participants to do the same.

3. For Freedom Groups, see guide below
4. In between your virtual group meetings you can use group text or GroupMe to engage with your group. You can also use text and GroupMe to send encouraging and uplifting messages.
5. We are asking all group leaders to make sure participants are staying connected
6. If any of your group members are in need, please reach out to info@hopecity.com.

## FREEDOM Groups Guide:

- Freedom Groups will follow the same order as if they are meeting in person.
  - We would need to ask the participants if they can be in a place where there are no or little distractions.
  - The leader can play the worship song from their laptop/computer (this should be the 1 song.) This can be screen shared so all can see the lyrics.
  - The leaders can do a group ending prayer on the video call. We suggest the leaders can set up a phone call time for those who would still like individual prayer. These can be done throughout the week.
  - Set up GroupMe communication for group updates and general prayer request
  - Maintain consistency with the time and day that the group normally meets
  - Continue to take roll call for your group and report accurately.

**Using Zoom for Virtual Connect Groups:**
- Go to https://zoom.us and sign up for a free account.
- Once you activate your profile, Zoom will provide you with a personal meeting link you can send out to your group members to join a call.
- You can also find that link on your Profile homepage when you log in.
- To host a connect group online, send your personal meeting link out to your Connect Group members, and open the link on your laptop, tablet or smartphone. The first time you do this, it will ask you to download the application to your device, so be sure to send the link to your group members ahead of time and let them know.
- If you are using a RightNow Media study or another study that requires video, you can share your screen with the "share screen" button at the bottom of the page. Simply share your screen to watch the video with your group.
- While sharing a video, request participants to mute their video.
- IMPORTANT NOTE: With the free account, meetings will end after 40 minutes, however everyone can hop back on the call immediately after it ends, and you will have another 40 minutes.
- For more information about setting up zoom, go to https://support.zoom.us/hc/en-us/articles/201362033-Getting-Started-on-Windows-and-Mac

Zoom Troubleshooting:
- If audio or video are not working, have participants check to make sure their video or microphone is not turned off in the bottom left side of their computer, tablet or smartphone.
- If audio still does not work, there is also a chat feature for those participants to use. This can be accessed at the bottom of the screen on a laptop or by clicking the "more" on the bottom of the screen on a smartphone.

**Using Google Hangouts for Virtual Connect Groups:**
- Go to https://support.google.com/mail/answer/56256?hl=en and sign up for a Google account.
- To initiate a Google Hangouts video call, click the following links:
  - Computer: https://support.google.com/hangouts/answer/3110347?hl=en&ref_topic=6386410&co=GENIE.Platform%3DDesktop&oco=1
  - Android: https://support.google.com/hangouts/answer/3110347?hl=en&ref_topic=6386410&co=GENIE.Platform%3DAndroid&oco=1
  - iPhone: https://support.google.com/hangouts/answer/3110347?hl=en&ref_topic=6386410&co=GENIE.Platform%3DiOS&oco=1
- To host a Connect Group online, use the following steps.
  - Computer:

**Add people by name or email address** ⌃

Anyone in a video call can add more people after the video call starts. Anyone invited to join the video call must have a Google Account.

1. In the video call window, click the screen.
2. At the top, click Add people ⤴.
3. Type someone's name or email address.
4. Click **Invite**.

**Add people by sharing a link** ⌃

1. In the video call window, click the screen.
2. At the top, click Add people ⤴ > Copy link to share 🔗.
3. To invite people to the call, click the link to copy it. Then, paste the link into emails, chats, or somewhere else. To join a call, users will need to sign in. Anyone with the link will be able to join the call.

  - Android:

**Add people by name or email address** ⌃

Anyone in a video call can add more people after the video call starts.

1. In the video call window, tap the screen.
2. At the top, tap More ⋮ > **Invite** > **Add people.**
3. Enter or select a name or email address.
4. Tap Video call ■. To join a video call, you need to sign in to your Google Account.

- ○ iPhone/iPad:

**Add people by name or email address** ︿

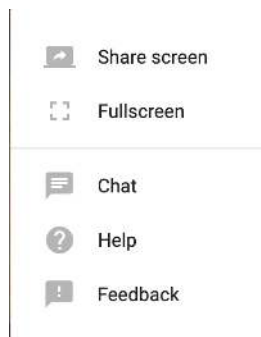Anyone in the video call can add more people after the video call starts.

1. In the video call window, tap the screen.
2. At the top, tap Add people 👤+.
3. At the bottom, tap **Invite**.
4. Enter or select a name or email address.
5. Tap Done ✓. To join a video call, you need to sign in to your Google Account.

**Add people by sharing a link** ︿

1. In the video call window, tap the screen.
2. At the top, tap Add people 👤+.
3. At the bottom, tap **Share link**.
4. Select an app. To join a call, users will need to sign in. Anyone with the link will be able to join the call.

- You can share your screen to watch video with your group using your computer with the "share screen" button at the top of the screen. (Click ⋮ at the top right hand side of the screen. A menu will pop up. Select Share Screen. See images below)
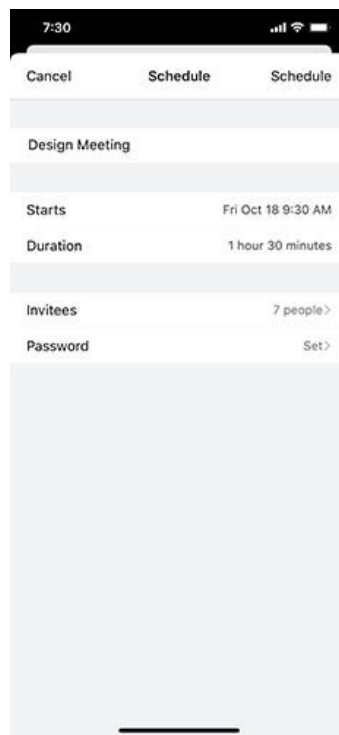




- While sharing a video, request participants mute their video.
- For more information about setting up Google Hangouts go to [https://support.google.com/hangouts/answer/3111943?co=GENIE.Platform%3DDesktop&hl=en](https://support.google.com/hangouts/answer/3111943?co=GENIE.Platform%3DDesktop&hl=en)

**Using Webex for Virtual Connect Groups:**
- Go to https://cart.webex.com/sign-up to sign up for free account
- **Mobile Device**: iOs/Android
  - Install the Cisco Webex Meetings Mobile App by searching for Cisco Webex Meetings in the App Store (iOs/Android).
  - After opening Webex Meetings, accept the Terms and Conditions to use the app.
  - Schedule Webex Meetings
    - Open the Webex Meetings app and swipe left to My Meetings.
    - Tap Schedule [+], and then enter your meeting info:
      - Meeting topic
      - Meeting date, start time, and duration
      - Meeting password
      - Invitees- allow the app to access your contacts on your device or manually enter participant emails and tap Return to add them to your participant list.



      - Review your meeting details and then tap Schedule to schedule your meeting.
        - If your meeting is within the next 15 minutes, tap Start instead.
- **Computer**: Mac/Windows

- ○ Click the link: https://help.webex.com/en-us/nrebr3c/Get-Started-with-Cisco-Webex-Meetings-for-Hosts