



Using ZOOM



As a response to some GUM members' recent feedback about not being conversant with Zoom. In August 2020 when the Covid-19 lockdown forced us in to ZOOM, we ran a help article in the August 2020 newsletter, "***What Is ZOOM And How Does It Work? Plus Tips And Tricks***".

The material in the article is still very current and it is worth a re-read if you are not totally comfortable with ZOOM, which has become a way of life and is my tip for the new word of the year.

In one sense, Covid leading to GUM using ZOOM has been a blessing as we have brought GUM members living outside metropolitan Melbourne into all our meetings. Additionally, ZOOM has allowed us to bring in overseas speakers and we have had **Pierre Clouthier** of ***Progeny Genealogy*** twice, from Nova Scotia and we will be welcoming **Brad Argent** now working in London for ***Ancestry*** on 27th June (See page 2). And we hope to have some more overseas experts to come.

But I thought that I would provide a few more help suggestions for GUM members who maybe still haven't grasped this ZOOM thing. Most are from the ZOOM Support Centre.

The nice thing about ZOOM is that you don't have to download and install anything on your computer, tablet or phone. When you click on a ZOOM link to join a meeting, the software you need to be part of the ZOOM session is installed as part of logging in. And when you leave the meeting, the ZOOM software is automatically un-installed. Of course this does not apply to people hosting the meeting who need to download and install Zoom software, but you can ignore that.

Whilst there is a lot of ZOOM help available through **Google**, perhaps the best place to start is the **ZOOM Support Centre** at: <https://support.zoom.us/hc/en-us>. It has a lot of articles, but let me pick out a few.

Video Tutorials

How to join a Meeting

https://www.youtube.com/embed/hIkCmbvAHQQ?rel=0&autoplay=1&cc_load_policy=1

Meeting Controls

https://www.youtube.com/embed/ygZ96J_z4AY?rel=0&autoplay=1&cc_load_policy=1

Recording a Meeting

https://www.youtube.com/embed/lZHSAMd89JE?rel=0&autoplay=1&cc_load_policy=1

Getting Started contains numerous articles including a FAQ. Even on how to use **Siri** with ZOOM!!! The link is: <https://support.zoom.us/hc/en-us/categories/200101697>

Additionally, there is a Search window and a Live Chat service.

Two comments

Be aware of your microphone when you are logging in. A live microphone sends your unintended comments to everyone in the ZOOM meeting. You may not want this to happen.



If possible, using a microphone headset gives far superior audio and prevents extraneous background noise like TVs, babies, dogs, etc. I use a **Sennheiser Game One Acoustic Headset** with an extraneous-noise-cancelling microphone, but there are many other brands and prices.

John Donaldson

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