**ZOOM AUDIO VOLUME**
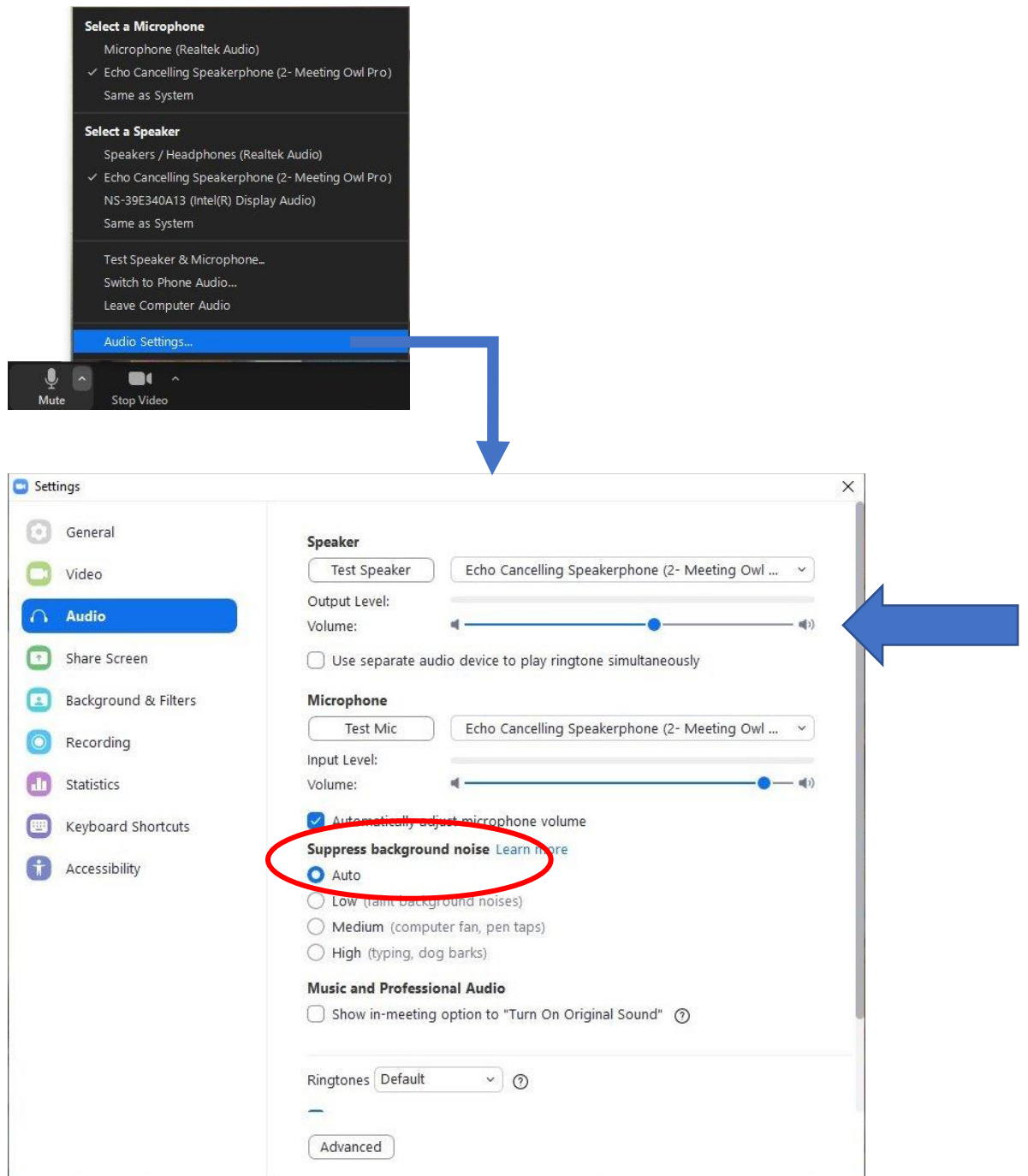
If the audio coming from the speaker is too loud in the room, it can be adjusted under AUDIO SETTINGS in Zoom.

**Leave SUPPRESS BACKGROUND NOISE set to Auto. Any other setting causes voices in the room to be very muffled to those listening on Zoom.**
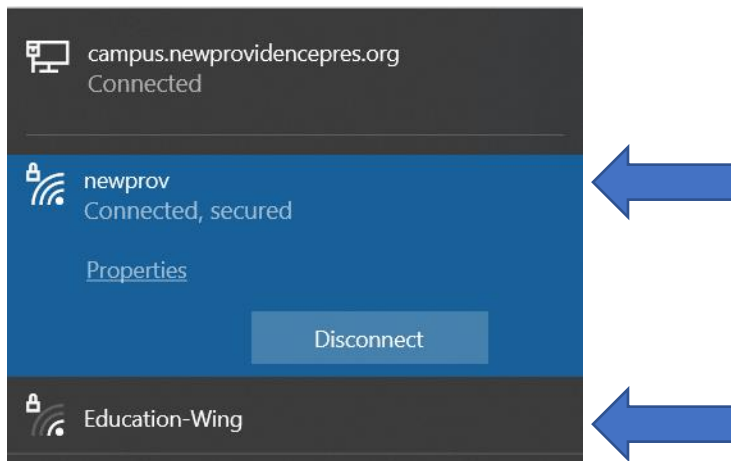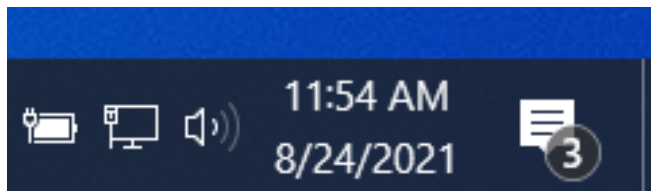
**WIFI CONNECTION**

If your Zoom connection seems to be slow or breaking up, check your wi-fi setting. Click the Internet access icon at the bottom right of the screen.

The *newprov* wi-fi will work in the majority of the building, but choose *Education-Wing* if you are meeting upstairs in the main building such as in the old Youth Room.

If you're asked for a password to connect to the wi-fi, it is !rosewindow01.





**NOTES**

- o  We recommend using the church laptop because all the cables work with that PC. If you use a different device, remember that you need HDMI and USB connections.
- o  In a larger room like the old youth room upstairs, it's very effective to use a monitor on a stand that can be brought closer to those in the room rather than one attached to the wall. It makes everyone feel more connected, and it's easier to see when someone on zoom raises their hand when they want to speak.
- o  Just like in all Zoom meetings, encourage people to speak one at a time and limit side conversations so everyone can hear what's being said, both in the room and on Zoom.