

Tech Savvy Seniors

Video Calling Training Guide



Today's schedule



Video calling		Duration 🕒
INTRODUCTION		5 minutes
SESSION 1: What can we do with video calling?	Discussion: Ways we can use video calling	10 minutes
SESSION 2: How do we video call?	Demonstration of Zoom	15 minutes
	Activity: Practice Zoom on your device	5 minutes
	Demonstration of Skype	15 minutes
	Activity: Practice Skype on your device	5 minutes
BREAK		15 minutes
SESSION 3: Are there any tricks and traps?	Video call set up, etiquette and privacy	20 minutes



What are the possibilities?

- Seeing the grandchildren
- Socialising with family and friends
- Getting out while staying in
- Attending a 'telehealth' appointment

PLAY: Jude Briggs encourages people to give it a go



zoom Zoom – on the phone or tablet



Three ways to call



1. Call now

Click New Meeting to invite people to a meeting straight away



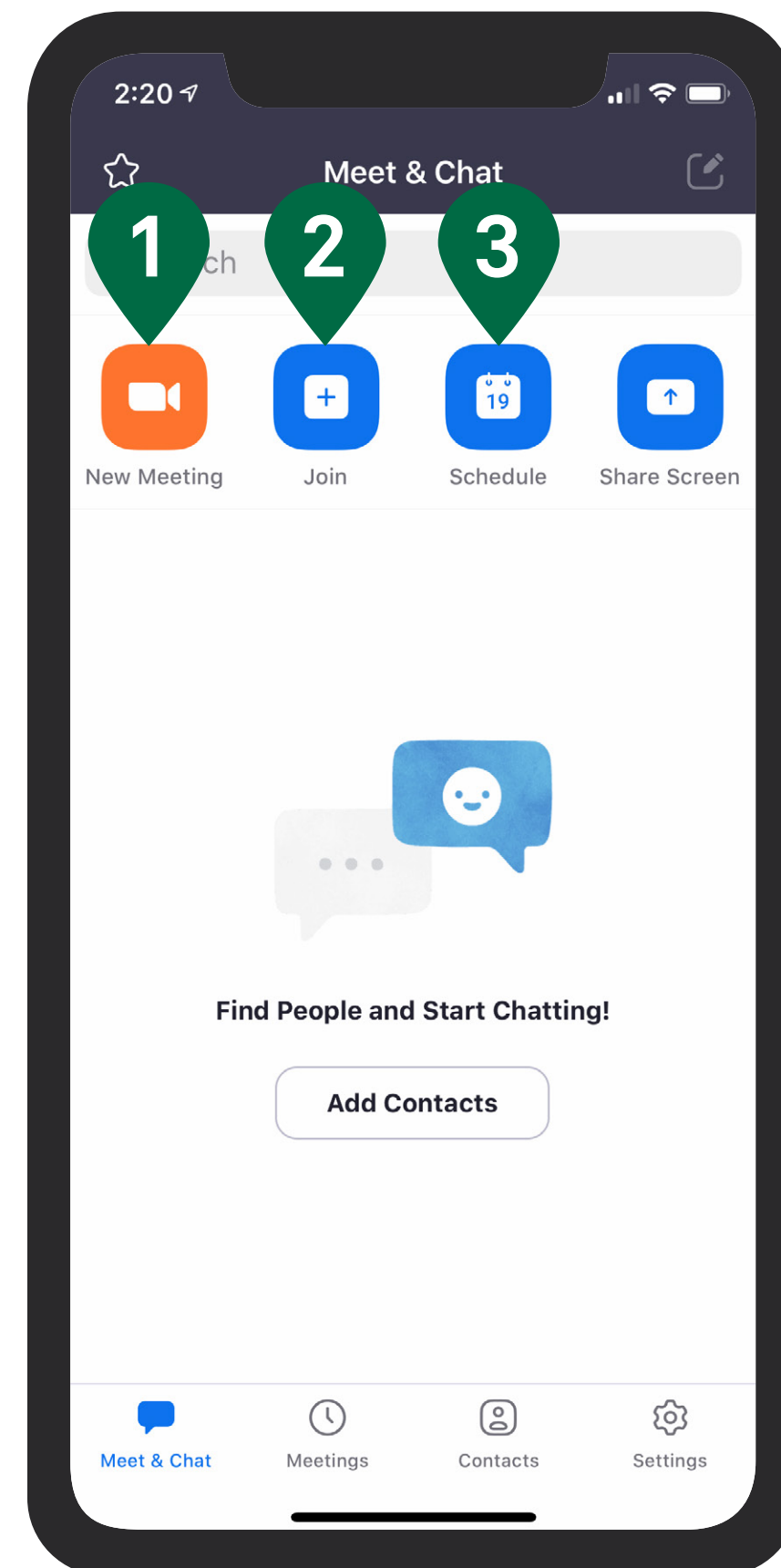
2. Join a call

Click Join to enter a meeting organised by someone else



3. Call later

Click Schedule to set up a meeting for later



How to schedule

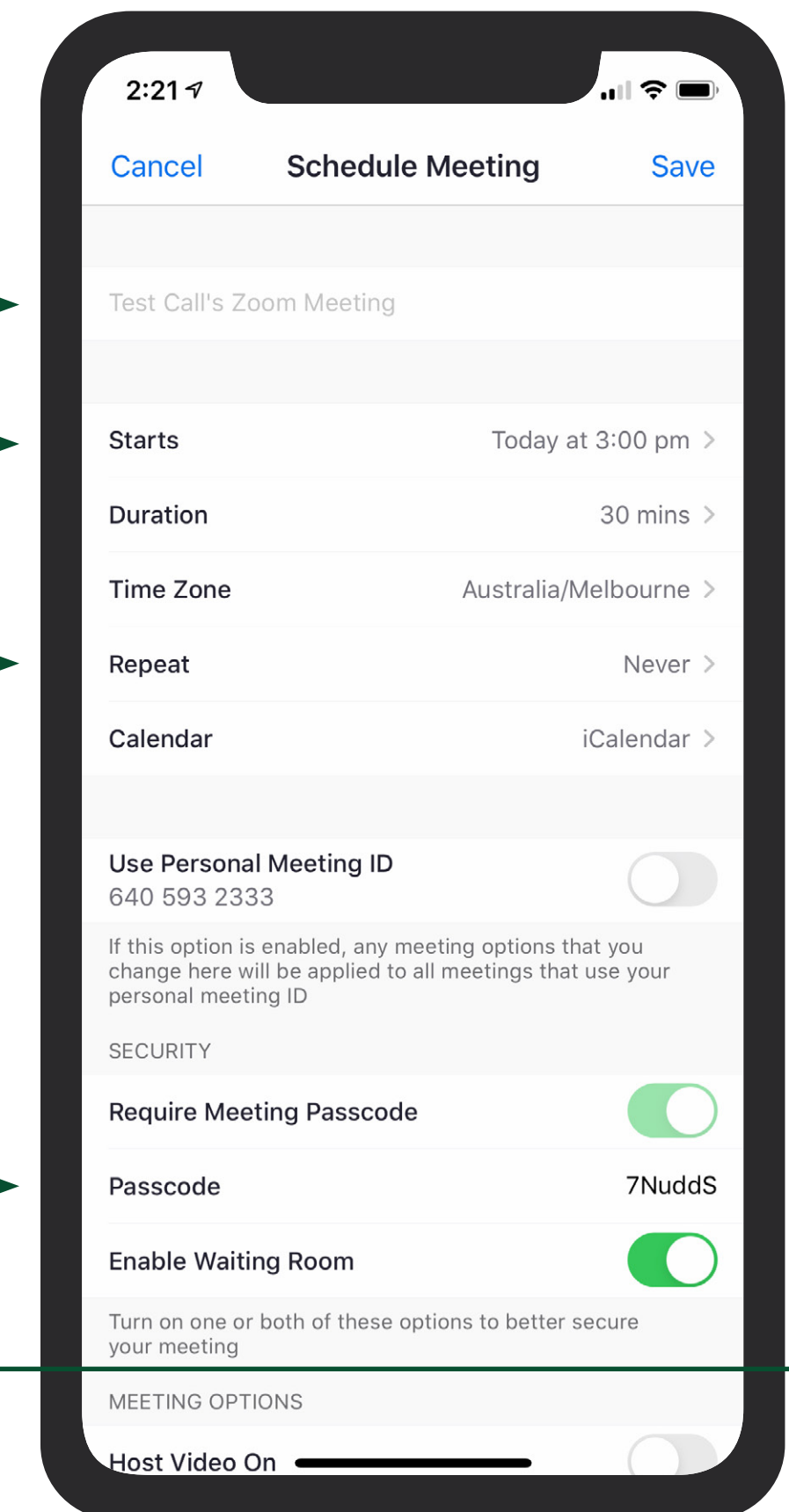
Give it a name

Choose a date and time

Decide if it's recurring

Set a password

Click Save



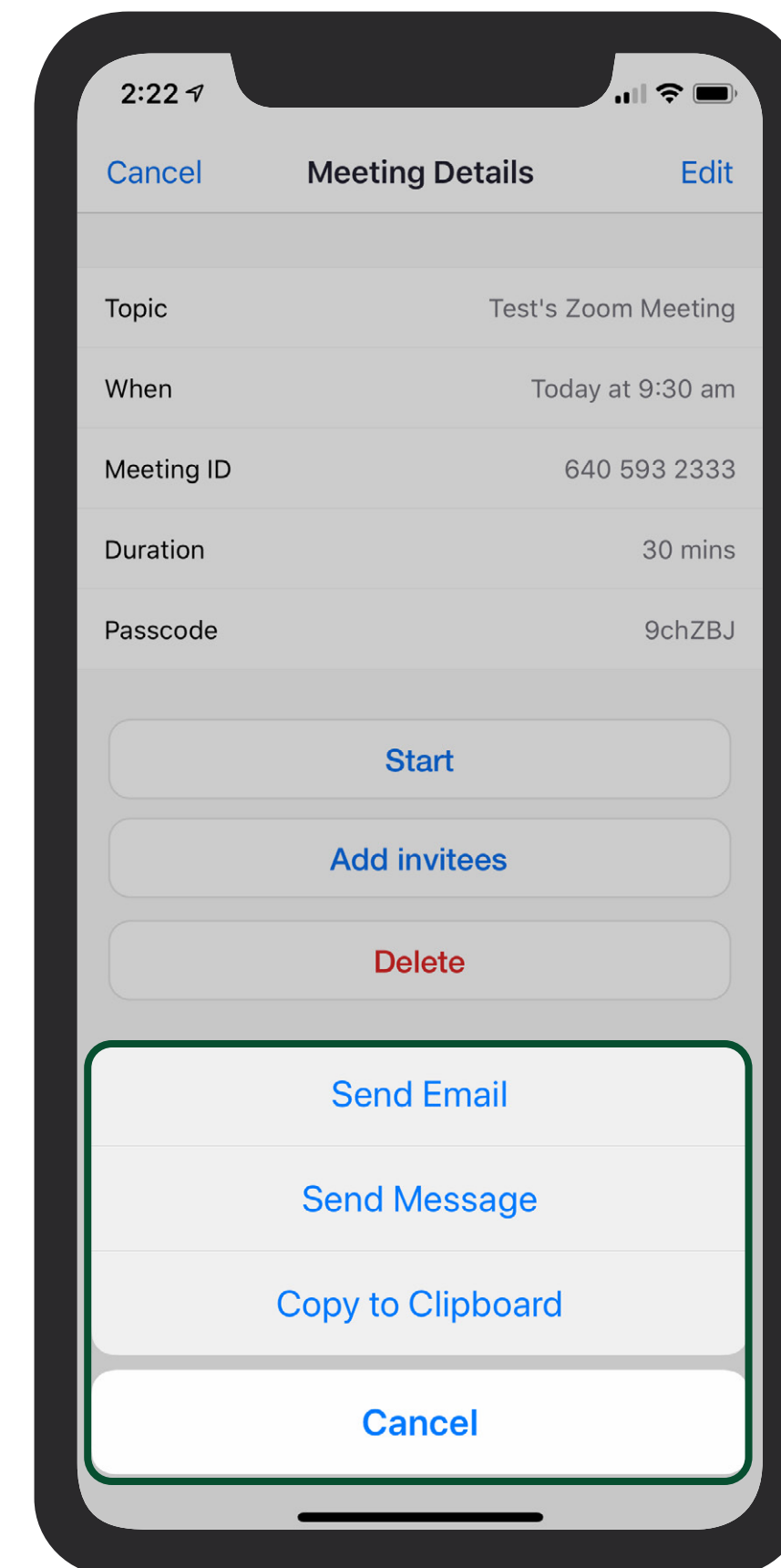
zoom Zoom – on the phone or tablet



Invite people

Share the link to the immediate or scheduled meeting in an email or a message.

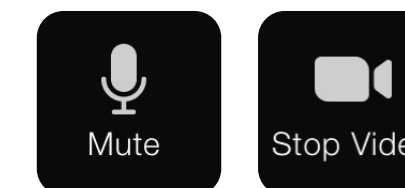
Or invite people from contacts lists.



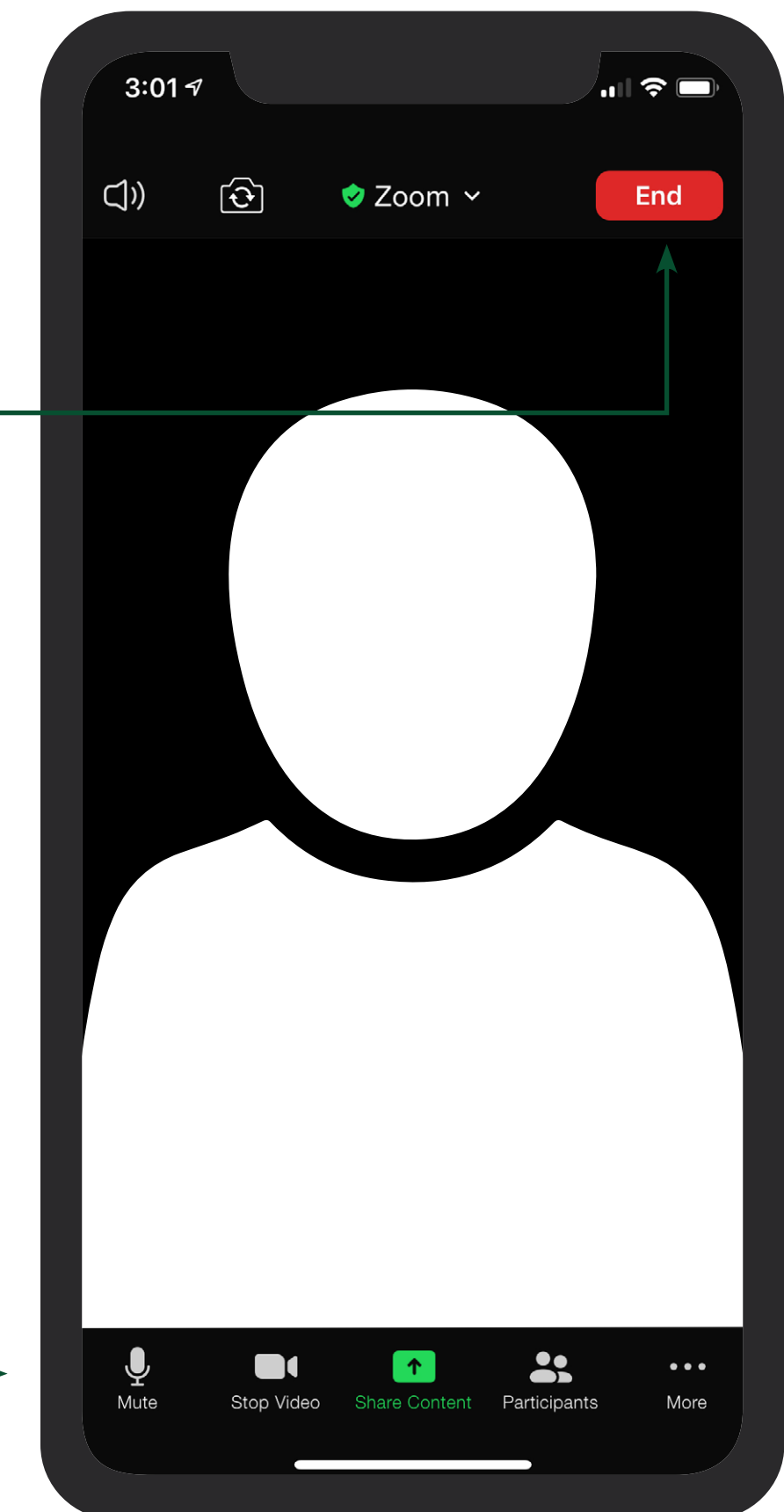
Take control

End

Click End to hang up



Use the microphone and video camera to turn your audio and video on and off



Activity

Practice Zoom on your device

Pair up with someone to practice

(You can share phone numbers to share the meeting link or just enter the meeting ID).

OR

Video call a friend or family member

(They will need to be expecting you to send the link or they might miss it).

Ask for help if you need it



Skype – on the phone or tablet



Three ways to call

1. Call non-contacts

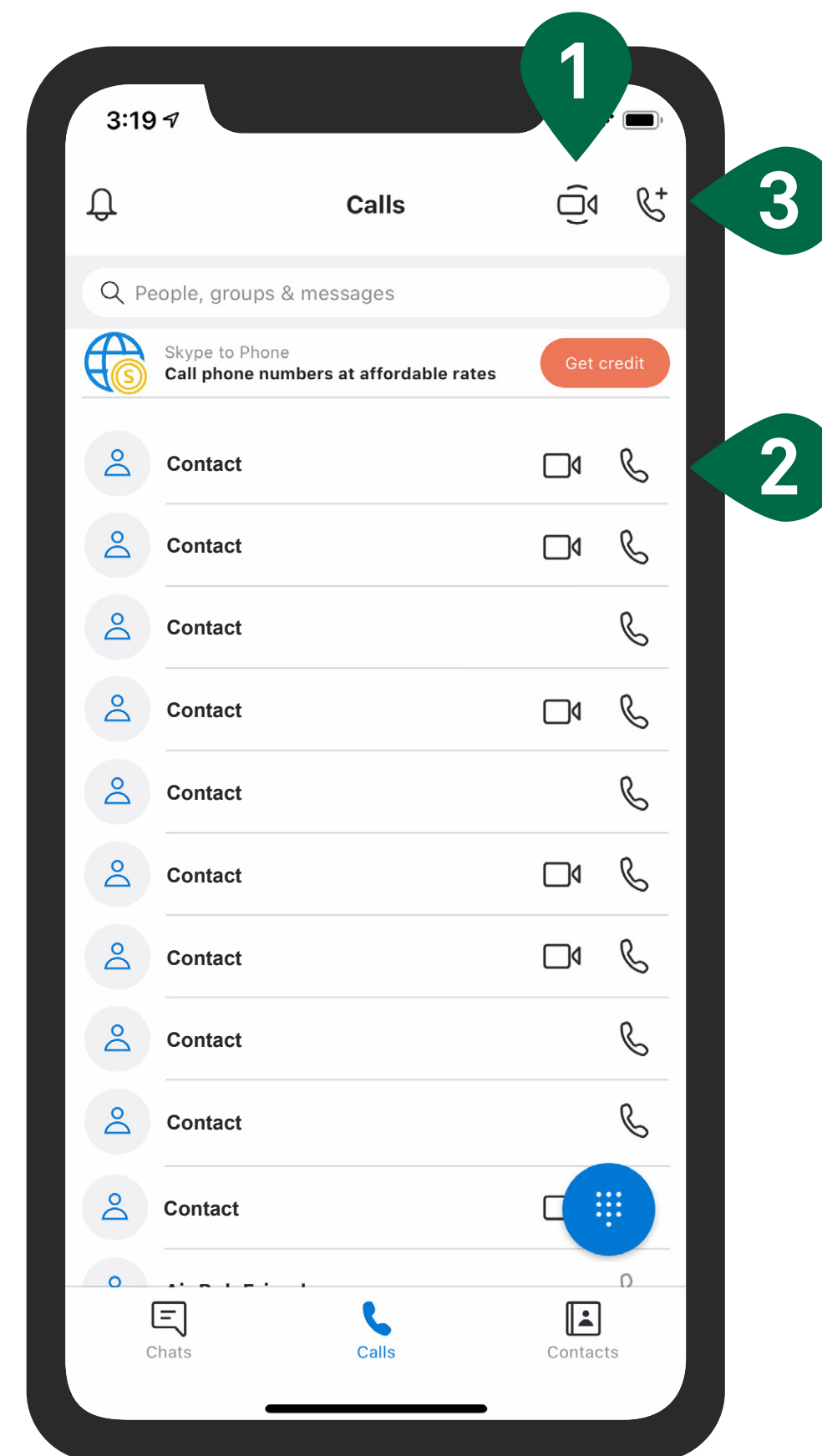
Click the Meet Now button to start a video call with people not in your contact list

2. Call one contact

Click the phone or video button to call one person in your contact list

3. Call multiple contacts

Click the phone plus button to select multiple contacts and call them

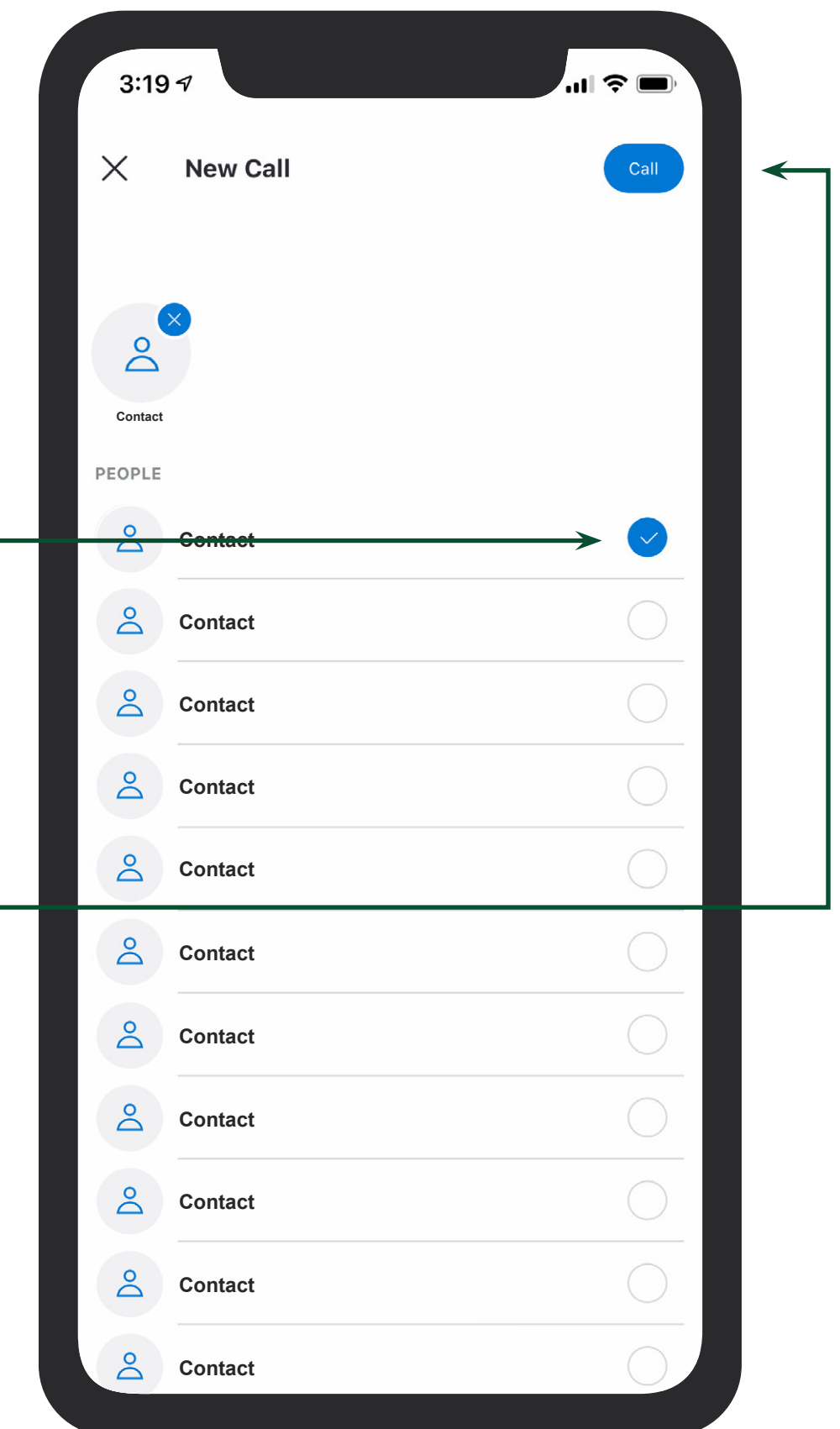


How to select contacts

Select one or more contacts from your list or search for people



Click Call



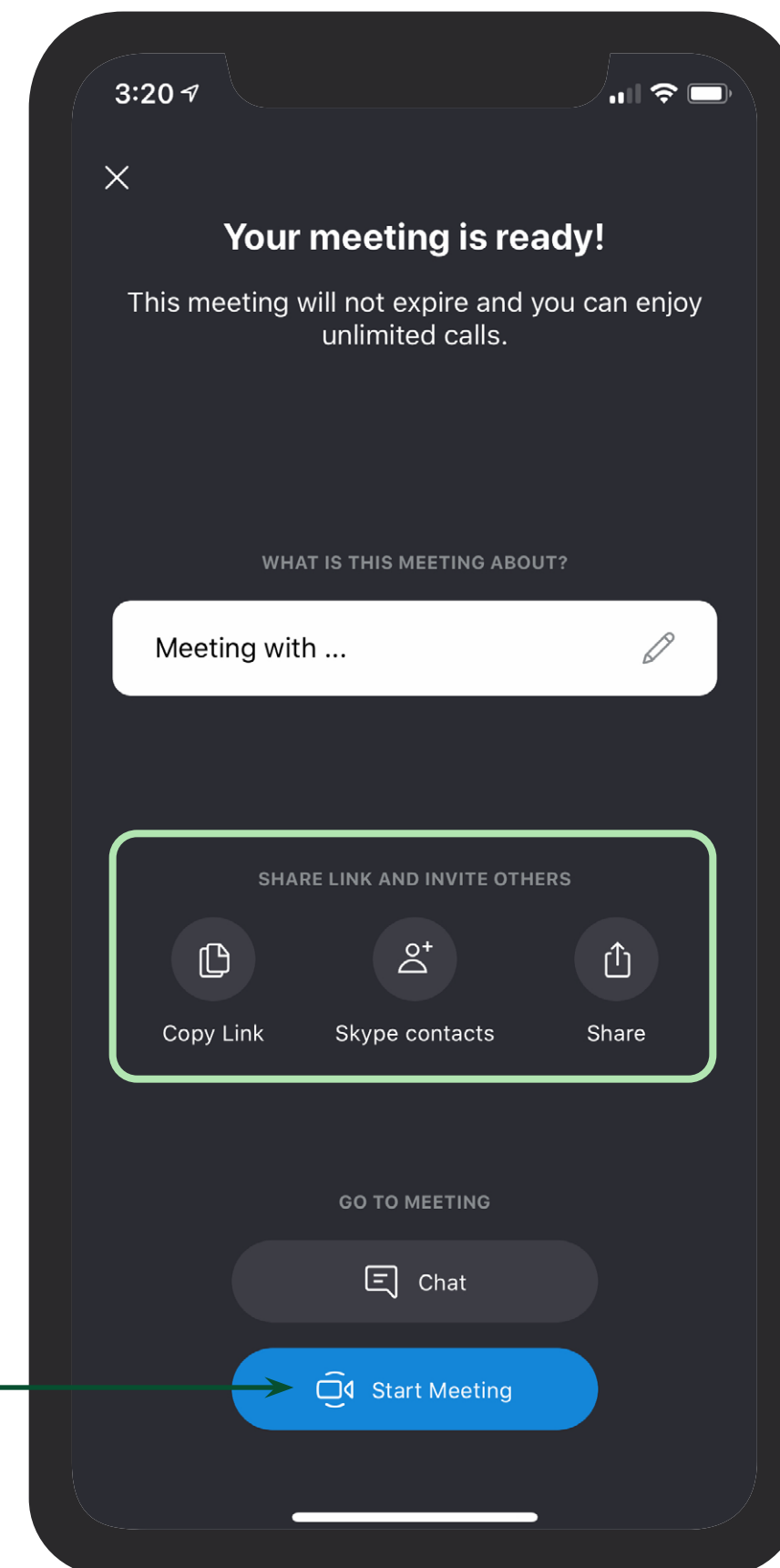
Skype – on the phone or tablet



Share meeting link

Share the link in an email or a message

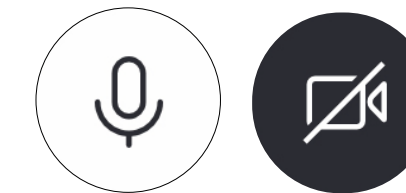
Click Start meeting



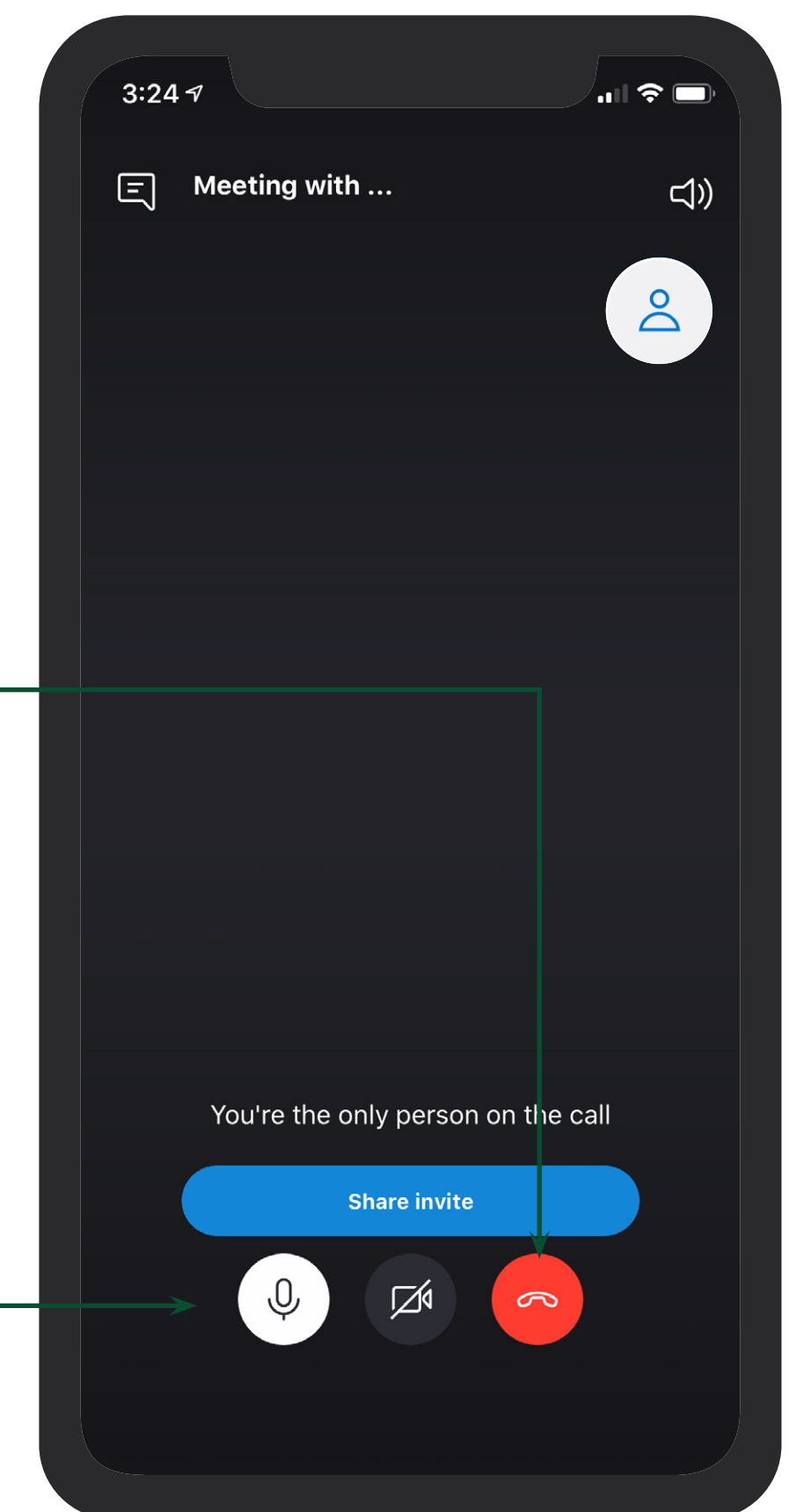
Take control



Click the End call button to hang up



Use the microphone and video camera to turn your audio and video on and off



Activity

Practice Skype on your device

Pair up with someone to practice

(You can share phone numbers or email addresses to add one another to your contacts or share the meeting link).

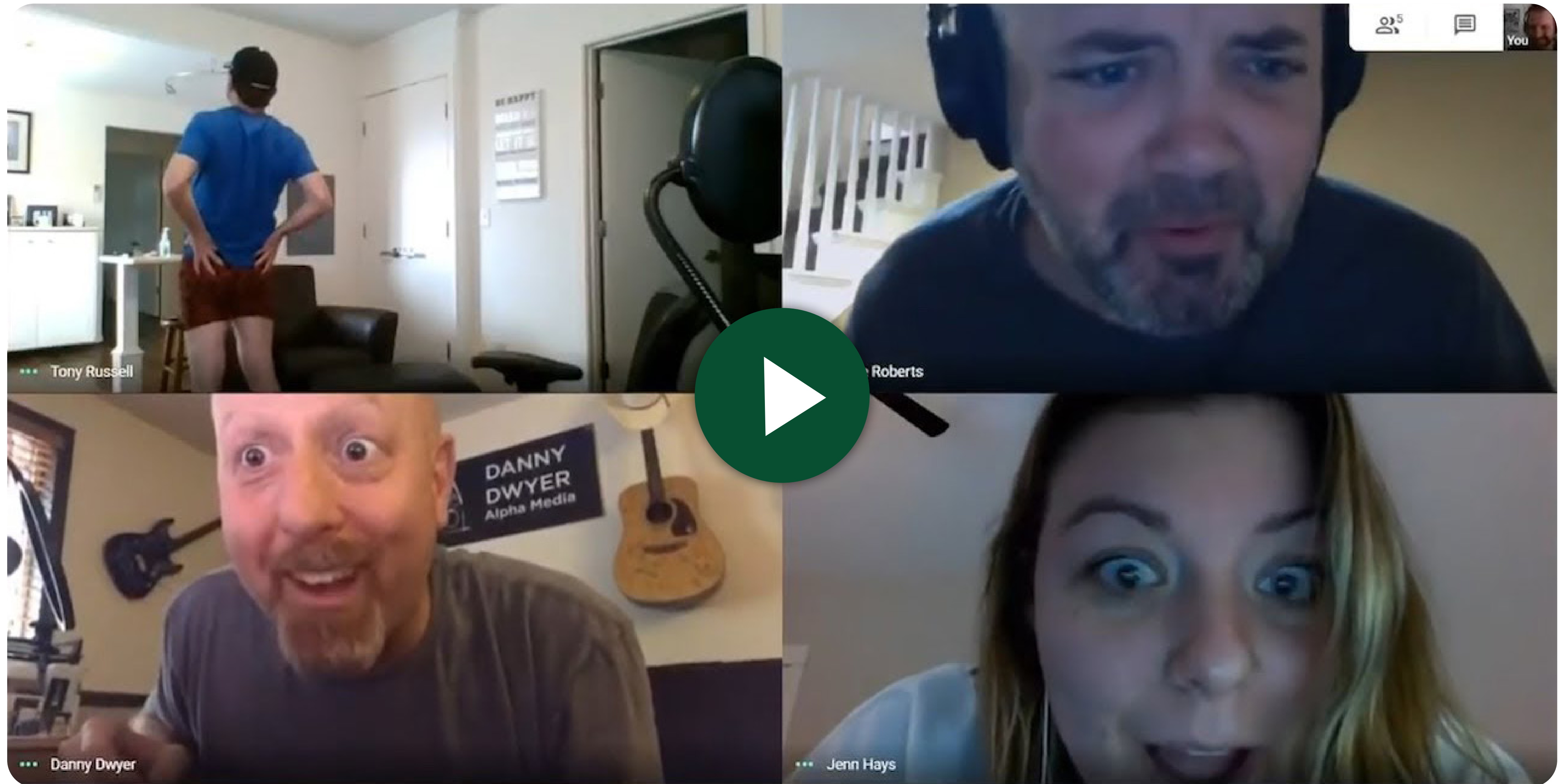
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(They will need to be expecting you to send the link or they might miss it).

Ask for help if you need it





The 5 S's of video call set up



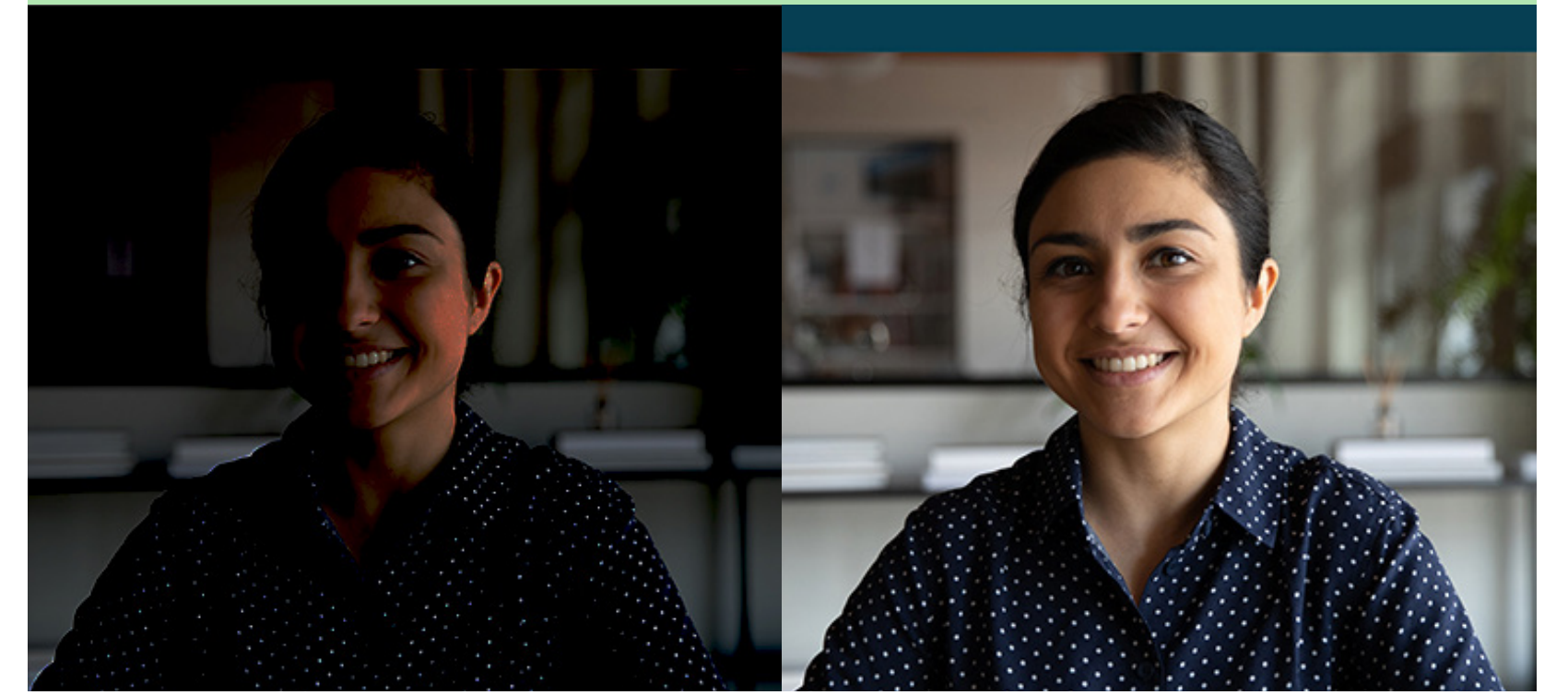
1. Sound



2. Sight



3. Sun



4. Surroundings



5. Stability



**Thank you.
Enjoy video calling!**

