



HOW TO ACCESS OUR ZOOM WORKSHOPS AT FITSKOOL

Before you attend an online live (ZOOM) workshop you need to do the following:

Always check your emails– this is how you receive your invitation!

- Before the start of the workshop you need to download **Zoom**. You only need to do this once; it is free of charge and easy to do. You need to **download Zoom meetings onto your iPad, laptop or phone**, depending on which one you are planning on using for the workshop. The larger the screen the better. You just need to have an inbuilt camera on your device.
- This link takes you to the page you need: https://zoom.us/download#client_4meeting
- If you are using a **laptop or desktop**.....the first option is the one you need entitled **“Zoom client for meetings”**. Please click download and it will ask you to register. Make a note of your password in case you decide to use another device for future classes.
- If you are using an **iPad, tablet or a phone**.....then you need to download the **Zoom Mobile app**. Follow the link above and scroll down and it will give you a link to the Apple App Store and Google play link and allow you to download the app and register. Make a note of your password in case you decide to use another device for future classes.
- *Alternatively*, when you receive your ‘invitation’ to join your ZOOM workshop - if you haven’t downloaded the ZOOM software it should prompt you to do it anyway. If this is the case, please ensure you allow a few minutes before the start of class to download and register.

Please check your junk or spam email! If you don't have your invitation, If you still do not have it please message the teacher directly on 07968040848

- The invitation will have a link to click, which will take you directly to the Zoom meeting.
- If you get a message that the host isn’t ready don’t worry, you’ve just arrived a little earlier to the workshop just like in the Studio - so please wait – she will be there!
- The teacher will open the meeting (workshop) 5 minutes before we are due to start, so you can login and get setup and get ready.

HOW THE WORKSHOP WORKS

- Once you are in the workshop on your device, you should be able to see yourself and other attendees on your screen. You then just need to position your mat so that the camera allows the

teacher to see you when you are lying down, not just when you are sitting up. That way the teacher should be able to see you and offer corrections just as if she was in the room with you.

If you don't want to be seen!

Everyone can chat and see each other on their screens, just like in our in-person sessions. You can turn off your video at the bottom of your screen by clicking the camera symbol. We can still hear your questions and chat. Just click again to turn it back on. Remember the teacher will not be able to see you either!

- Before we start you can all chat together. Once class has started however, the teacher will put you all on mute so then the teacher will remain at the centre of the screen but if you want to ask a question give a wave and the teacher will "unmute you". This is the easiest way to work because it means that you should always be able to see and hear the teacher. Also, should you have an unexpected interruption (child, partner, phone call, dog etc) then it won't disrupt the class. The teacher will take everyone off mute at the end of the class so everyone can have a chat before signing off.

PLEASE NOTE: Logging onto a **ZOOM session with Fitskool** means that you agree to the following statement.

I understand that I have agreed to participate in online Fitskool sessions and workshops which may include physical activity in some classes. I agree that I will only participate if fit and well and within my usual capabilities. I will notify the teacher at the start of the class if there is any new information or changes concerning my fitness to participate. I agree that I will follow all instructions given by the teacher, including abstaining if I am told an exercise is not suitable for me, or if it is not within my current level of fitness or prohibitive due to any illness or injury. I agree not to record the lesson in any form. Agreement to this Online Teaching Notification will act as my continued agreement to all ensuing on-line sessions, via Zoom or any other video conferencing tool.

TIPS TO GET THE BEST OUT OF YOUR LIVE STREAMING SESSION

- Find somewhere quiet where you are not likely to be interrupted or distracted.
- A mat or towel is necessary to 'frame' the space you will be working within and enable you to align yourself. Please ensure you have enough space around you to stretch out your arms and legs safely and remove all trip hazards such as rugs and wires. Also please use sticky socks or bare feet on hard or polished floors. A dining or kitchen chair without arms is useful for some exercises
- Light yourself from the front or overhead. If a window or light source is behind you, the teacher will see a silhouette so please close the curtains/blinds or place your device on the other side.
- Your phone/camera device needs to be set up slightly above you when you are lying on your mat. It is easier for the teacher to correct you if they are looking down on a diagonal or even side on if needed. You will need to tip the camera forwards slightly and prop it there in a stable position. You need to be far enough away so that the teacher can see all of you when you are standing and lying down. Have a little practise beforehand with the camera on your device.

- The teacher will mute everyone once we start the session and ask you for a thumbs up to check you are all OK. Please wave if you have a question or comment, and the teacher will connect and speak directly to you. Please turn your volume UP! However, if you hear noisy audio feedback please lower the volume until it disappears.
- Everyone's WIFI capacity varies, but you would ideally not have lots of other WIFI intensive activities streaming at your house while you are doing your class so that you have no capacity constraints during the class.
- Screen saver- please set this to over an hour or NEVER for the duration of the sessions to avoid disappearing halfway through!
- Devices- A laptop is best as they have a wider field of view, and it's easier to manipulate the camera position via the screen. However, a tablet is also fine. Whatever you use please don't block the camera.
- Your invitation will look like this below - it looks complex **but all you need to do is click on the link to the live stream which is highlighted in bold.** You click the link under Join Zoom Meeting:

Example

TEACHER X is inviting you to a scheduled Zoom meeting.

Topic: Workshop Back Pain

Time: Mar 17, 2020 09:00 AM London

Join Zoom Meeting

TO JOIN, CLICK THE LINK THAT LOOKS LIKE THIS IN YOUR EMAIL:

<https://us04web.zoom.us/j/3592971995>

Meeting ID: 359 297 1995

Let us know if you have any questions!

Best wishes

Kate