

Zoom Help

Welcome to Virtual Folk College!

Our Virtual Folk College will be conducted on the Zoom platform (free to use!).

When you click on the link it will ask to open the Zoom application.

Say “Yes” and open Zoom.

If you’re having trouble getting connected or navigating Zoom, call or text our help desk at 814-643-6220. But first please read this and see if your question is answered.

After you register, you’ll be sent links to Folk College via email.

There are three separate links (they were sent to you in an email)

If you lost it call or text

- Friday all activities
- Saturday morning/afternoon
- Saturday evening

You should be able to double-click the link or copy and paste it into a browser.

Instructions for Computer Users

Most Zoom buttons are on the bottom of the Zoom window. If you do not see them, scroll down to the bottom and they will appear. Most important are the ‘Mute’ button, the ‘Start/Stop Video’ button, and the ‘Chat’ button.

When you enter Zoom, you’ll be in what we’re calling the “main room.” In cases where multiple workshops are held simultaneously, we’ll use what Zoom calls “breakout rooms.” Think of it like the main room is a concert hall, and the breakout rooms are classrooms you can enter from the concert hall.

To enter a breakout room: Find the ‘mute’ button (usually at the bottom of the screen), and look right from there until you see a ‘Breakout rooms’ button. You might need to click ‘More...’ all the way to the right in order to see the Breakout rooms button. Once you find it, click, then mouse down to the room you want to join, then move your cursor to the right over the blue number. It will change to a ‘Join’ button. Click ‘Join.’

To switch to another breakout room: Click ‘Breakout rooms’, move your cursor to the line that has the room you want to go to, move your cursor to the right over the blue number. It will change to a ‘Join’ button, then click ‘Join.’ Folk College etiquette is that it’s absolutely fine to leave a workshop partway in and join another.

To go back to the main room: Scroll to the bottom of the page you’re on, look bottom right for ‘Leave Room’ and click it. The main room is NOT the Open Room.

Different views: At the top right is the View button that lets you select different views. Gallery View lets you see all of the participants in small boxes. If there are a lot of participants you may need to scroll to see them all. If you select Speaker View it will show a larger box with the person talking.

You can also Pin a person so that person is always in the larger box. To Pin someone, place your cursor on the person, on the top right will appear a blue button. Select the blue button and select Pin. To remove the Pin, look for the Remove Pin button in the top right corner of the large box.

Instructions for Phone/Tablet Users

Zoom controls may not show up. If you tap on the screen the buttons will appear at the top. Some buttons may be under the 'More' button. Most important are the 'Mute' button, the 'Start/Stop Video' button, and the 'Chat' button. The 'Chat' button may be under the 'More' button.

When you enter Zoom, you'll be in what we're calling the "Main Room." In cases where multiple workshops are held simultaneously, we'll use what Zoom calls "breakout rooms." Think of it like the main room is a concert hall, and the breakout rooms are classrooms you can enter from the concert hall.

Just tap the screen and then to enter a breakout room. The 'Join Breakout Room' button will be on the top left of the screen. Once you find it, click, then find the room you want to, select it, then click the blue "Join" button.

To switch to another breakout room, select the 'Join Breakout Room' button again on the top left of the screen. Once you find it, click, then find the room you want to, select it, then click the blue "Join" button. Folk College etiquette is that it's absolutely fine to leave a workshop partway in and join another.

To go back to the Main Room, click the blue 'Leave' button. Select either "Leave Breakout Room" or "Leave Meeting" (to exit Zoom). Folk College etiquette is that it's absolutely fine to leave a workshop partway in and join another.

Different views: At the top left to change views. This View button that lets you select different views. Gallery View lets you see all of the participants in small boxes. If there are a lot of participants you may need to scroll to see them all. If you select "Active Speaker" View it will show a larger box with the person talking.

Other Items You May Need

To see the Folk College schedule: <http://folkcollege.com/schedule.html>

A printable version (called the grid) is available: <http://www.folkcollege.com/grid.html>

To chat with your friends and meet new people:

There are extra un-programmed rooms (we call them Open Rooms).

Feel free to use these for chatting and meeting.

There is a page with handouts. <http://www.folkcollege.com/handouts.html>

You may want to print them out before the session.

Between workshops: Go to the main room if you'd like to chat with Holly and others.

More Help

To contact the Folk College Help Desk: Text or call John Kearns at 814-643-6220