How to attend a MSURA Virtual Meeting

Presenter:
Rick Vogt, Vice President,
MSU Retirees Association

August 20, 2020
**zoom** is about connecting people, even though they are miles apart from one another. **zoom** creates a virtual meeting place where people come together on the internet. This connection can be made using a telephone, computer, smart phone, tablet or other devices — whichever one you choose.
No Cost to You as an Attendee

**zoom** is a free to use by meeting attendees. Only the meeting host pays a fee or subscription fee.
Sample MSURA Meeting Announcement

September Membership Meeting
Date/Time: Monday, September 14, 2020 2PM

Dr. Miko Rose, assistant professor at the MSU Department of Psychiatry will talk on “The Joy Initiative,” a project she started at the MSU College of Human Medicine and College of Osteopathic Medicine schools, where she now teaches formal elective classes on the art of happiness and well-being.

Location: Meeting will not be in person, but will be a virtual meeting using ZOOM.

Meeting Link: http://msu.zoom.us/msura/meeting/14Sep2020
Meeting Id: 123 4567 8901
Meeting Passcode: MSURA
Meeting Telephone Number: 1-800-123-4567
Meeting Telephone Passcode: 12345
Meeting Handouts: presentation slides
Join a Meeting with a Telephone Call

- Using a telephone, call the Meeting Telephone Number as listed in the meeting’s announcement.
- Enter the Meeting Id and Meeting Telephone Passcode when asked to do so.
- You will join the meeting. To leave the meeting, just end the call.
- You can listen to the presentation, but will not be able to participate. If you are OK with that, this might be a good option for you.
Download and Install the ZOOM App

Download and install the ZOOM App
In your browser go to http://msu.zoom.us. On the left hand menu bar select “Download Zoom”. Zoom will determine your device and download and install it. You do not need to login.

To join a meeting
Start the ZOOM app on your device.

An alternative way is to select “Join a Meeting” from the left hand menu bar on the http://msu.zoom.us page.
Join a Meeting

Start a Meeting
Start or join a video meeting on the go

Join a Meeting

Sign Up

Sign In
Join the Meeting

Join a Meeting

929 5895 1198

Join with a personal link name

Rick Vogt

Join

If you received an invitation link, tap on the link again to join the meeting

JOIN OPTIONS

Don't Connect To Audio

Turn Off My Video
Meeting Registration

Register for this Webinar

Rick Vogt
vogtr@icloud.com

Cancel OK
ZOOM Meeting View Varies by Device

How to attend a MSURA Virtual Meeting Using zoom

Presenter: Rick Vogt, Vice President, MSU Retirees’ Association

August 15, 2020

iPad view on the left.
iPhone view on the right (above).
How to attend a MSURA Virtual Meeting

Presenter: Rick Vogt, Vice President, MSU Retirees’ Association
August 15, 2020
How to attend a MSURA Virtual Meeting

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August 15, 2020
ZOOM Control Panel

Every device displays the ZOOM control panel options a little differently. While they may look a little different, they should still be the same options.

**Leave:** Select to leave the meeting
**Raise Hand:** Select to raise your hand, select a second time to lower your hand.
**Q&A:** Select if you would like to ask the presenter a question, or if you want to see what questions have been asked and answered.
Q&A, Asking the Presenter a Question

Welcome to Q&A

Questions you ask the host and panelists will show up here

Ask a Question

When is the October meeting?

Send anonymously

Send

RV  Rick Vogt (You)  12:57 PM

When is the October meeting?

Rick Vogt  1:00 PM

Monday, October 12, 2020 2PM. MSU Human Resources will present the Benefits Open Enrollment process and a summary to changes to benefit options. Also, MSU Pharmacy will present pharmacy services which retirees can use.
Q&A, Asking the Presenter a Question

- Presenters may answer questions during or at the end of the presentation.
- They may answer in writing or verbally.
- Questions once answered will be viewable by attendees.
Polling Question

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<tr>
<th>Yes</th>
<th>No</th>
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<tr>
<td>Yes</td>
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<td>No</td>
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2. Have you attended an MSURA Membership Meeting before today?

<table>
<thead>
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<th>Yes</th>
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3. Would you attend a membership meeting in the future?

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<th>Yes</th>
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Leave a Meeting

To leave a meeting, select the “Leave” button in the ZOOM control panel.
Request to Take Survey

Thank you for attending the Webinar. Please click Continue to participate in a short survey.

You will be leaving zoom.us to access the external URL below

https://msu.co1.qualtrics.com/jfe/form/SV_3pBmH5yIldvQuwN

Are you sure you want to continue?

Continue  Stay on zoom.us
Connection Problems

The quality and speed of the internet service one has is important to having a good experience. Should you have a problem, here are some simple options to minimize its impact.

1.) Leave the meeting and rejoin it.
2.) Join the meeting using a telephone and calling in.
3.) Watch the presentation’s recording when it is available.
Future Events

Membership and special event meetings are announced in MSURA communications, E-Notice emails, newsletters and on the MSURA website. The ZOOM meeting information will be on the MSURA website at http://retirees.msu.edu with the meeting announcement about a week prior to the meeting date.
End of Tutorial

Thank you for joining us.

If you have questions, email them to me at msura@msu.edu.
If you have questions about the MSU Retirees Association, please email or call us. Email can be sent to msura@msu.edu. You can call us at 517-353-7896. Please leave a voice mail message with your question and be sure to include your name and telephone number.