



# The Skating Club of Boston®

## 2020 Club Awards Show Zoom Guidelines

### Show Registration:

Please note that registration prior to the show is required. To register for the show, [click here to visit scboston.org](https://www.scboston.org). Once registered, you will receive a confirmation email with the meeting link from [jack.zeghibe@scboston.org](mailto:jack.zeghibe@scboston.org).

### Downloading Zoom

If you haven't previously used Zoom, The Skating Club of Boston recommends the following:

- *Preferred Method:* [Click here to visit zoom.us](https://zoom.us) and download the Zoom Client for Meetings to your device prior to the show. Once this client has been downloaded, please click on the meeting link from the confirmation email on Friday, May 27th, at 7:00 pm. You will be added to the show's waiting room at that time.
- If you haven't followed the *Preferred Method*, click on the meeting link from the confirmation email on Friday, May 27th, at 6:55 pm and accept all prompts to download the Zoom Client for Meetings to your device. At the conclusion of the download, you will be added to the show's waiting room.

### Audio

- When joining the meeting, it is highly advised that you select **Join with Computer Audio** to optimize the show experience on your device. Please note that you could experience audio issues if selecting **Join with Telephone Audio**.

### Video

- You can control your camera settings by selecting the Start/Stop Video option in the bottom left-hand corner of the Zoom Meeting Screen.
- All attendees are encouraged to leave the camera to their device on, so that their live video is running.
- If you have received a notification from Club Director, Jon Jepson, that you are a nominee for an award, please leave your camera on so that you have the opportunity to accept your award.

### Mic

- You can control your mic settings by selecting the Mute/Unmute option in the bottom left-hand corner of the Zoom Meeting Screen.
- All attendees should remain muted during the show unless presenting or accepting an award.
- If you have received a notification from Club Director, Jon Jepson, that you are a nominee for an award, you will receive a request from the Host or Co-Host to unmute yourself, please accept this request.