OCEAN LINER SOCIETY

Hints on Zoom

This note is a guide to getting into monthly Zoom talks with Meeting ID and passcode.

Joining Zoom using codes - To use the two codes sent to members by email, open up the Zoom programme (Look on your device for the blue 'ZOOM' logo) - double click it.

You will get a new screen and on the left side you will see four buttons:

Click the upper right one that has a + in the middle with 'Join' underneath. You will then get a dialogue screen with two boxes. You should type in or copy/paste the meeting ID and below it, type in your name – this will appear on your image to identify you.

Click 'Join' and you see another box asking you to "Enter Meeting Passcode". Copy/paste or type in the Passcode and again click 'Join'. That should admit you to the meeting.

If you are a member of the OLS and if the Membership Secretary has your email address you will get these details in the week before the talk from the email noted below.

Non-members or those withholding their email address need to email David, the organiser, for a link stating the date you want to attend (see next paragraph).

We will be experimenting with better ways of distributing the link and there will be further changes in how you receive it. If you have any difficulty with accessing the OLS talks or have any questions about the new system, contact David Trevor-Jones – his email is on the Ocean Liner Society website under "Talks", or mobile +44 (0)7885 348702

Getting the hyperlink – if you prefer a 'one-click' blue hyperlink to get into the meeting, just send, in the week preceding the talk, an email message to <u>ocean.liner.talks@gmail.com</u>. There is no need for a message, it can be blank, and the auto response will return the Meeting ID & Passcode (for the joining process described above) **and** the one click link will come to your email inbox.





