



INSIGHT MEDITATION COMMUNITY OF CHARLOTTESVILLE

Tuesday, March 17, 2020 - Info for Tuesday Night Sangha Meeting

We hope you continue to be well and safe during this uncertain time. We want to stay connected and offer a space for the community to gather. As such, we will hold regular Tuesday evening sangha meetings in a VIRTUAL ONLY format - you can connect by computer, mobile device, or telephone. **We will NOT be meeting at JABA.**

On **Tuesday, March 17 at 7pm** Pat Coffey will lead the IMCC evening program on the **Zoom** conference platform.

The meeting will be recorded and posted to our website the following day. Check here for this, and many other IMCC dharma talks: http://www.imesitation.org/audio_dharma_talks

Connecting to the Meeting by Zoom (More detailed instructions can be found below.)

- By computer or device: <https://zoom.us/j/892148536>
- By phone: +1 (929) 205-6099 ; Meeting ID: 892 148 536 ; press # afterwards
- If you have difficulty connecting by computer or device, we encourage you to call in by phone (long distance charges may apply).

What to expect during the Zoom program

To provide a quality experience for the group online, we plan to:

1. **Mute everyone's audio** except for leader during the meditation and dharma talk. When you arrive at the Zoom meeting, others will not be able to hear you (although they can see you if you choose to turn on video).
2. **Comments or questions.** If there is time at the end of the program, the leader will try to address some of the comments or questions that arose during the session. Please enter your comments or questions in the Chat area of Zoom (see below for where to find that capability).

3. **Video.** It is your choice to turn video of yourself or not if connecting with a device that has a camera.

Zoom Basics

When using a computer or mobile device, there are control icons for the following actions. On a computer, move your mouse to see the commands at the bottom of the window. On a mobile device tap on your screen and they will pop up.

1. Mute and Unmute
2. Start and stop video
3. Participants – click on it to see a list of who is participating
4. Chat – will open a chat box in the right sidebar to type a question. Questions will only be seen by the host(s) of the meeting.
5. Leave meeting – click here to terminate your connection to the meeting.

To Join the Meeting by Computer:

- Click on this meeting link <https://zoom.us/j/892148536>
- If you have never used Zoom, you will be prompted to download a Zoom "plug in". This takes just a few seconds. Once it is downloaded you will be prompted to click on the Zoom launcher to activate.
- Follow the prompts to connect your audio and video.
- We encourage you to watch this tutorial if you have any questions: <https://support.zoom.us/hc/en-us/articles/201362193-How-Do-I-Join-A-Meeting-?zcid=1588>

To Use Mobile App on iPhone or android:

- Download free app
- Open app
- Enter meeting ID: 892 148 536
- Choose with or without video

To Join a Meeting by Phone:

- **Dial:** +1 (929) 205-6099 Long distance charges may apply depending on your telephone plan.
- **Enter Meeting Number:** 892 148 536
- **Press the # Key** when asked for a participant ID (you do not need one).
- You should automatically be connected.

- PLEASE NOTE: the number above is not a local phone number. Depending on your phone plan, long distance calling rates will apply. If this is problematic, please let us know: opsdirector@imeditation.org

With lovingkindness,

The teachers, board and staff of IMCC

Insight Meditation Community of Charlottesville