## **Revised Virtual Meeting procedure:**

We miss seeing our members. If you have been having problems joining our virtual meetings using Free Conference Call, please contact a Board Member and one of us will work with you prior to the meeting you are interested in joining. Board Members email addresses and phone numbers are under the "About Us" tab of SenCom's website.

## QUICK ACCESS TO A SENCOM MEETING

If you have the FreeConferenceCall (FCC) app, please start the app to join our meeting with audio and video. If you do not have the FCC app and do not want to install the FCC app, please click on this link below to enter the virtual meeting and participate with audio only (your picture will not be available to anyone):

https://www.freeconferencecall.com/wall/sencomuser00/viewer

You will still need to tell Free Conference Call to use the audio either of your computer or through a separate phone call. If you are using the FCC app on a computer, smart phone, or tablet, turn on your video by clicking on the icon of a video camera so that we can see you. On a phone or tablet, you may need to tap your screen to see the icon.

Here are the complete instructions for our virtual meeting procedure:

We are using a service called Free Conference Call that allows all of us to be on at one time through video/audio conferencing or just audio conferencing. If you have a camera and speakers on your desktop computer or a laptop computer with a camera and speakers, you will find that using your PC or Mac computer along with the FCC app will probably give you the best experience. To use your computer to conference into the meeting, follow the instructions that I have assembled in this PDF:

<u>Using your computer to access the Free Conference Call (PDF)→ (Revised)</u>

Also available on our Free Conference Call page→ (Revised)

When using the Chrome browser to access a video conference, you may see a message that your browser has blocked access to your camera or audio. Look at the icons at the top right area of your browser for an icon with a red X like the following:



Click on the icon and then click on the button to allow access and then click the Done button. If the red X does not disappear after a few seconds you may need to refresh your browser by clicking on the icon near the top left of your browser that looks like the following:

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The settings for the site will be saved in your Chrome browser Privacy and security settings so you will not need to do this the next time you access the site.

Although Chrome is the preferred browser, others have used Firefox without any problems.

For those who wish to use their Android devices (either tablet or phone), we are using an app called FreeConferenceCall that you can download from the Google Play Store (note that there are no spaces in the app name). Bob Bowser has assembled a set of instructions that you can print and follow to join the meeting:

<u>Using your Android device to access the FreeConferenceCall (PDF)→</u>

Apple iPad/iPhone users can find the same app (Free Conference Call) on the Apple App Store. Installing and using it should be very similar to the Android instructions above.

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