

# Alpha Online

## How to run Alpha online with Zoom



Through the power of modern technology, you can continue your small groups where feasible by taking your Alpha online. There are many video conferencing tools out there but if you'd like to use Zoom here's how. It's free to use (if your group is smaller than 100 people) and everyone on team, including guests, can easily download the app onto their computer, phone, or tablet.

### 1. Free method

- Invite your hosts and guests to download the Zoom app (details of how to download the app and use it can be found below).
- Find and download the weeks Alpha Film Series episode. Then send that link to your team and guests.
- Agree what time you will all individually watch the Alpha Film Series episode on each of your devices (say at 7:15pm) so that you all finish watching it at the same time and are all ready for small group discussions. Make sure everyone knows the dates and times.
- Agree with everyone what the time the small groups will be (it will need to be once the AFS episode has finished e.g 7:45pm). You can either send out a meeting link a few days before to each small group or ask your hosts to invite each member of their small group live, at the time of the call.
- Finally, encourage your hosts to launch their small group Zoom call slightly earlier than the agreed time so that they can prepare (ensure their mic and video is working, get comfy etc) and are ready for when others join the call or need to be invited

### How to use the Zoom app

- Download the Zoom app via the app store
- Create an account using your email address
- Click the orange tab 'New Meeting' and then click 'Start New Meeting'
- Click 'Participants' and add your group using their contact number to the chat

### 2. Paid method

- If your Alpha is larger than 100 people you will need to use the upgraded version of Zoom which you have to pay for.
- Create your new Zoom meeting using the date and time you'd normally host Alpha for simplicity. You can set a recurring meeting as well for the remaining weeks of Alpha, but if you do, keep it the same time and day each week.
- Share the meeting details and link with your team for them to share with their small groups, making sure to clearly show the dates and times when you'll meet.
- Use the 'Breakout Room' function on Zoom to build your small groups – including hosts and helpers. \*\*This can be done in advance if team members and guests are invited to participate through Zoom. Otherwise you'll need to create the groups behind the scenes as people join the call.
- As the main host, at the agreed meeting time (say 7:30pm) welcome everyone as you would and then share the Alpha Film Series episode from your screen for the entire group to watch together.
- At the conclusion of the AFS episode send everyone into the pre-assigned 'breakout' groups to allow for small group discussion just like on Alpha.
- At the end of the small group discussion members can opt to leave the 'breakout' room and then leave the call. Just be sure you don't end the call before your groups finish their discussion.

Helpful videos of how to use Zoom can also be found through Zoom's YouTube channel