

Virtual Parish Cell Meetings



Skype Free

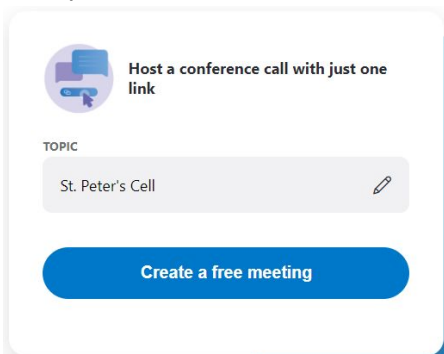
- Meetings up to 50 people

- Can use with Windows laptop, Apple Mac, Android or Apple iPhone

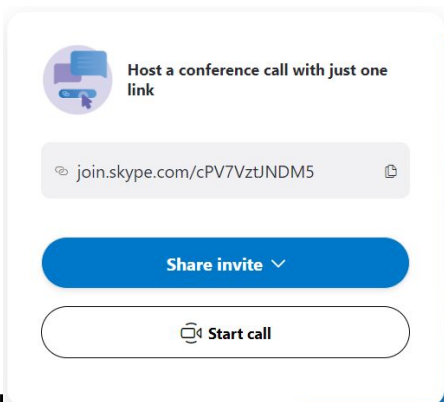


Host (set-up) a Skype Parish Cell Meeting - laptop required

1. Open Chrome or Edge browser and open www.skype.com
2. On the top right select Host a Meeting
3. In the Host a conference box enter the name of your cell meeting in the topic box and select Create a free meeting

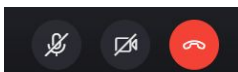
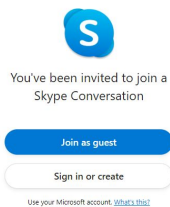


4. The next window will give you a link for the Skype call to send to your cell members by email, WhatsApp, text etc.



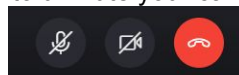
Join a Skype Parish Cell Meeting by laptop browser (no install or login required)

1. Open Chrome or Edge browser
2. Type link sent by cell leader into the address bar
3. On the You've have been invited to join a Skype conversation select **Join as a Guest** button
4. Enter your name to identify yourself to other attendees and select **Join**
5. In the conversation window that opens select **Start Call** in top right. In **Start Call** green button
6. In the bottom middle of screen select camera and mic icon to unmute your camera and sound for others to see you



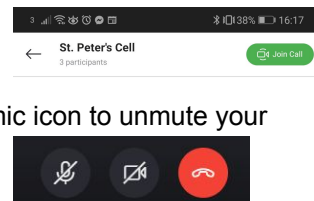
Join a Skype Parish Cell Meeting by laptop with Skype installed

1. Download and install Skype application for your laptop from the www.skype.com
2. Open Chrome or Edge browser
3. Select link in your email or Type link sent by cell leader into the address bar
4. Skype application will open in a conversation window for the cell meeting, select Start Call in top right
5. Preview window will open showing your camera, select Start Call to enter the meeting
6. In the bottom middle of screen select camera and mic icon to unmute your camera and sound for others to see you



Join a Skype Parish Cell Meeting by Android phone/tablet

1. Download Skype app from the Google Play Store
2. Open the Skype app and sign up to Skype using your email address
3. Select link sent by cell leader by email, WhatsApp etc.
4. Skype app will open a conversation window for the cell meeting, select **Join Call** in top right
7. In the bottom middle of screen select camera and mic icon to unmute your camera and sound for others to see you



Join a Skype Parish Cell Meeting by Apple iPhone/iPad

1. Download Zoom app from the Apple App Store
2. Open the Skype app and sign up to Skype using your email address
3. Select link sent by cell leader by email, WhatsApp etc.
4. Skype app will open a conversation window for the cell meeting, select **Join Call** in top right
5. In the bottom middle of screen select camera and mic icon to unmute your camera and sound for others to see you

