

Click & Connect.

While we are at home during the coronavirus pandemic, Broughton St Mary's is trialling a short virtual service and time to connect from 10.30 to 11am every Sunday.

There are several ways to join in:

Video Conferencing Using Your Computer, Tablet or Smartphone

For those with a suitable electronic device (computer, tablet e.g. iPad, or smartphone e.g. iPhone or Android), you will be able to join using the Microsoft Teams application.

To get started, please click on the 'Join Microsoft Teams Meeting' link below.

[Join Microsoft Teams Meeting](#)

The first time you click the link you will be prompted to install the Microsoft Teams application. The next time you click the link it should launch the Microsoft Teams application on your device.

NOTE: if your device has a camera and microphone, you will be able to see and hear, and be seen and heard using your device.

If your device does not have a camera and microphone, you will be able to see using your device, but you will have to turn down the sound on your device and join by phone to hear and be heard (see instructions below).

Audio Conferencing Using Your Phone

For those without a suitable electronic device, you will be able to join by phone.

To get started, please dial the telephone number below. You will then be asked to enter the 9 digit conference ID on your telephone keypad followed by the # key.

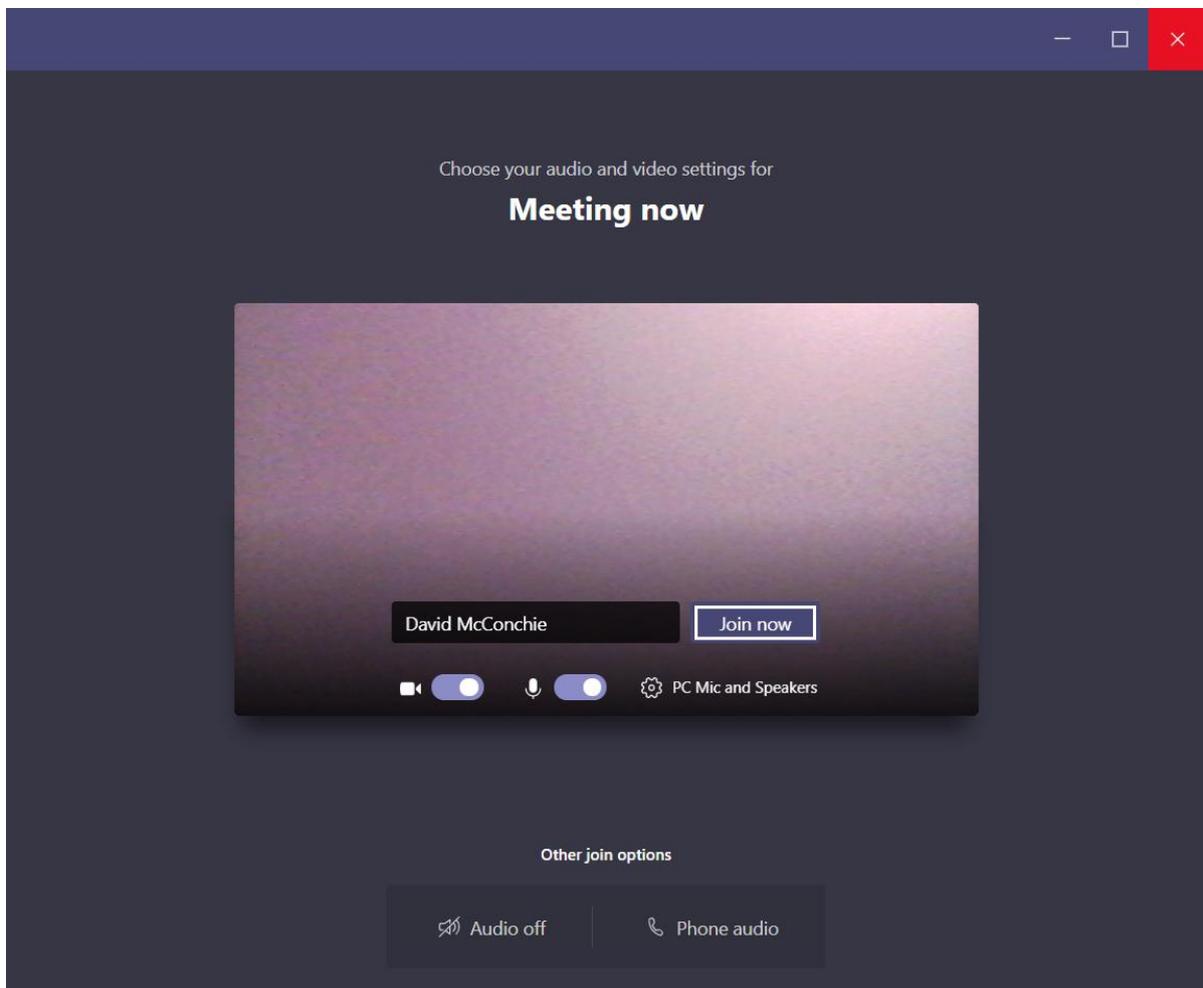
020 3794 0272 United Kingdom, London (Toll)

Conference ID: 287 201 964#

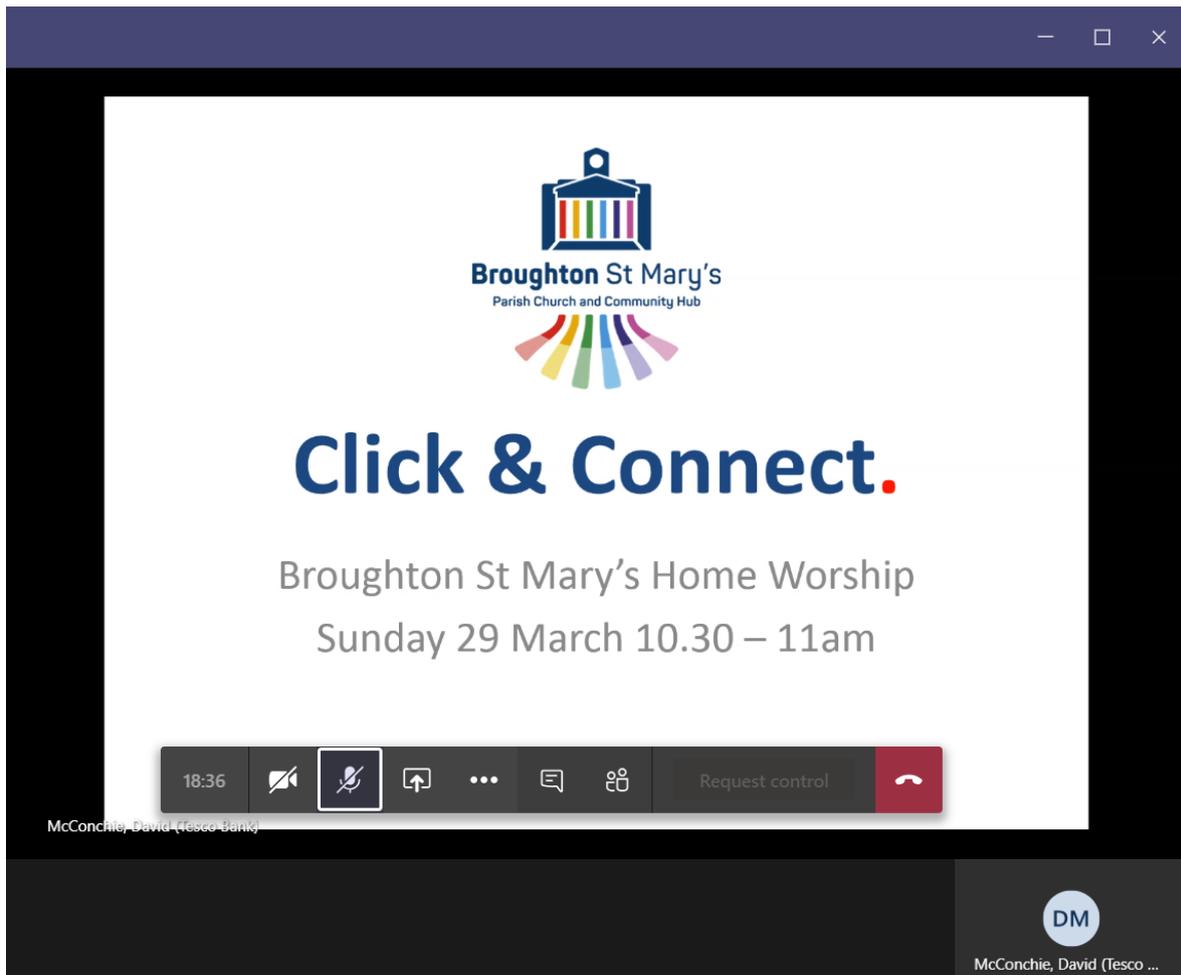
NOTE: your phone provider may charge you for this call depending on your tariff.

Using Microsoft Teams On Your Computer

When you click on the 'Join Microsoft Teams Meeting' link you will be invited to launch the Microsoft Teams application.



When the application has launched you should see a screen like the one above. Please type your name and click the 'Join now' button.



When you have been admitted you should see a screen like the one above.

Please note the buttons along the bottom of the screen:



Turns your camera on and off.



Turns your microphone on and off. Please turn off if you are not speaking.



Allows you to share your screen. You are not likely to need this.



Allows you to see messages, and send and reply to messages. Note messages are visible to all participants.



Allows you to see a list of all participants.

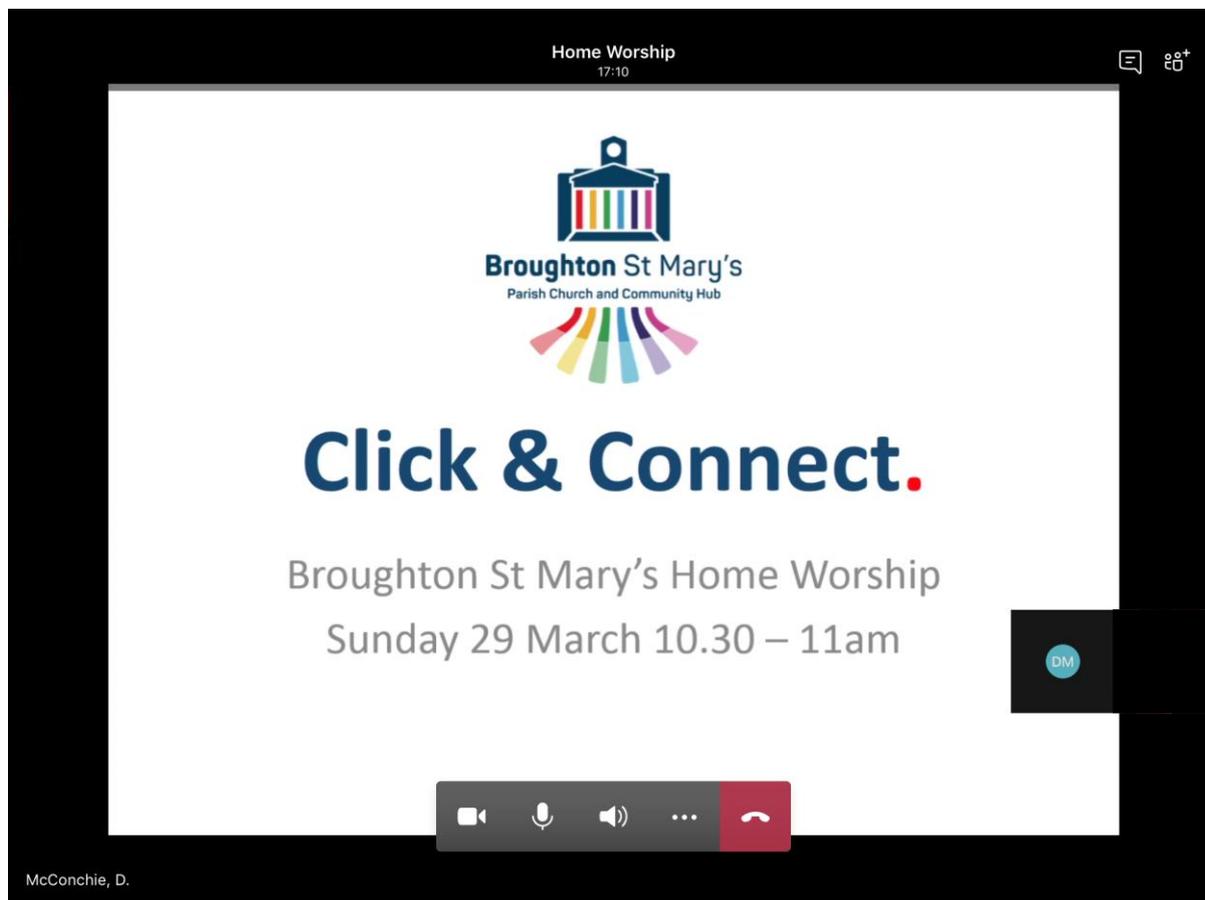


Leave the meeting.

Using Microsoft Teams On Your Tablet Or Smartphone

When you click on the 'Join Microsoft Teams Meeting' link it should launch the Microsoft Teams application.

Please click the 'Join as a guest' button, then type your name and click the 'Join' button.



When you have been admitted you should see a screen like the one above.

Please note the buttons along the bottom of the screen:



Turns your camera on and off.



Turns your microphone on and off. Please turn off if you are not speaking.



Turns your device speakers on and off.



More options. Note if the camera button is missing click this button, then 'Share', then 'Share video'.



Leave the meeting.

Please also note the buttons at the top of the screen:



Allows you to see messages, and send and reply to messages. Note messages are visible to all participants.



Allows you to see a list of all participants.

NOTE: the buttons will appear and disappear when you tap your touch screen.

Technical Assistance

If you experience technical problems please email webadmin@bstmchurch.org.uk for assistance.

NOTE: the meeting will open at 10am on Sunday the 29 March to allow you extra time to get set up and to provide technical assistance if required.