

Linking in to Southeast Overeaters Anonymous Region 8 (SOAR 8) Video Conferencing via ooVoo

Remote attendance, with the aid of current computer technology, of the Region's Business Assemblies is now available to OA members who are unable to attend these meetings in person. This technology can also be used to videoconference as sub-committees between assemblies so that members can have the face to face meeting experience from wherever they may be in the Region. Another use reported by current by members is that it allows for video "face to face" contacts with other OA members-some in very remote parts of our region-who otherwise are limited to phone meetings.

Currently, we are utilizing a software program which has free versions available, therefore allowing individuals to access without cost to them. However, those who utilize free versions will see advertisements that the software company uses as a means of offsetting the cost of providing free versions. SOAR 8 does not endorse, finance, or lend OA's name to the software company whose software we utilize, we purchase use for the Region so that we are fully self-supporting (therefore no advertisements are seen within the assembly), and we have no opinions on outside issues. If you do not wish to be exposed to advertisements, there is a cost involved –please consult the www.oovoo.com website to look at current pricing options.

So, if you are interested in using this videoconferencing you will need to take three steps:

- 1) Download the software
- 2) Check to make certain that your video, speaker, and microphone is working
- 2) Send an invitation to Southeastoaregion8 and email to the techwebchair@oaregion8.org write ooVoo in the subject line and in the body list your ooVoo user ID and request to be added to the Region's "friend" list, so that you can attend at the region conference.

The tech/web committee needs to know at least _____ days/weeks in advance that you will be attending an event so that we can expand our membership subscription.

How to join OOVOO video conferencing.

Before you download—questions to ask:

1. Do I have a webcam attached to my computer?
2. Do I have a headset attached to my computer?
3. Do I have at least 20MG Hard disk space?
4. Do I have a broadband (cable, dsl) connection (not dial-up)?
5. Do I have Microsoft version XP, Vista, 7—or—Snow Leopard (OS X 10.6 only)?

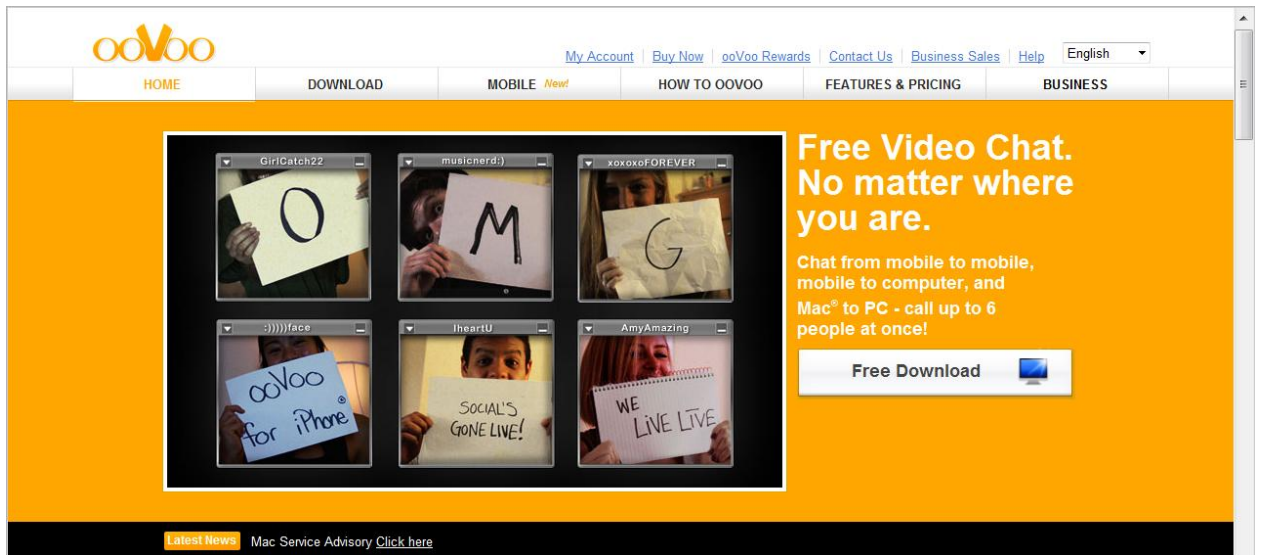
If the answer is no to any of these questions, STOP, your system is not compatible with this program and you cannot utilize ooVoo at this time.

If the answer is yes, follow these instructions:

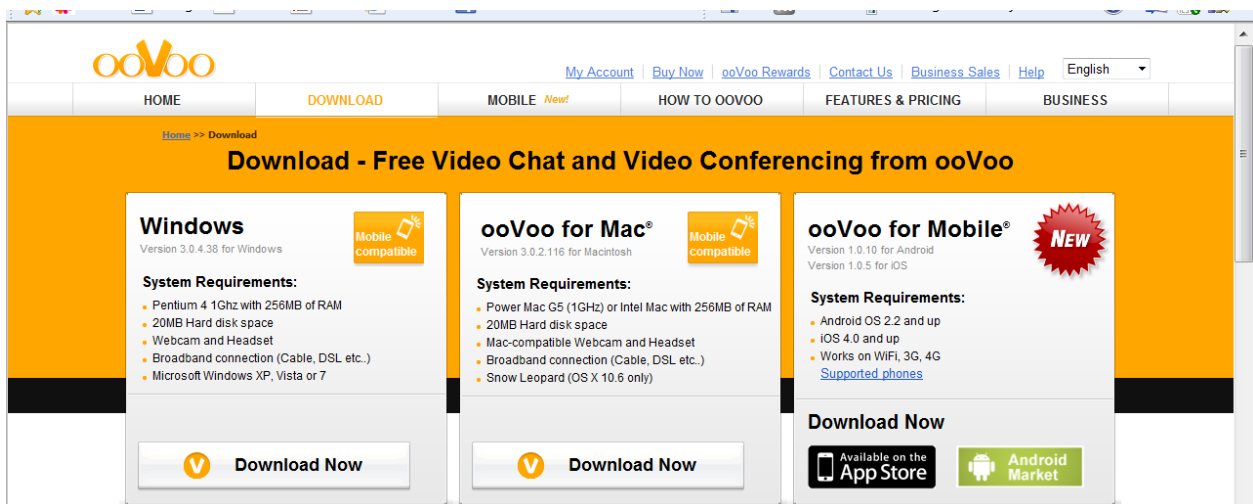
- 1) If yes to all five questions, close all other applications and log into your Home page on the internet and type into your address bar: www.oovoo.com



- 2) Then click the Click "free Download " button from this page:



- 3) Choose version you wish to download-requirement are the same listed above.



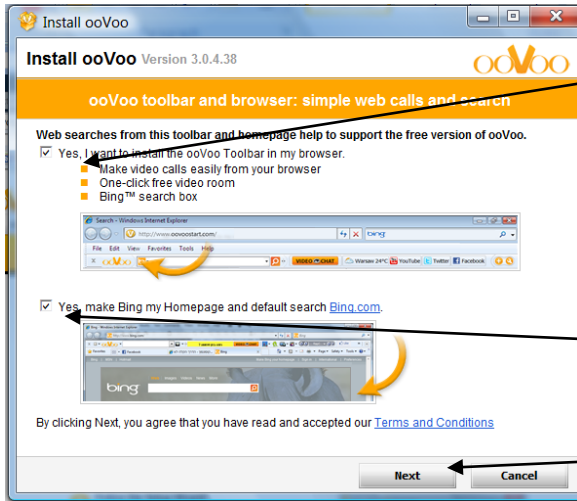
- 4) After clicking download now for the version you chose a screen similar to the one below will show up—read and follow it's instructions carefully

The screenshot shows the ooVoo website's 'Downloading' page. The page has a navigation bar with links for 'HOME', 'DOWNLOAD', 'MOBILE', 'HOW TO OOVOO', 'FEATURES & PRICING', and 'BUSINESS'. The main content area says 'You're now downloading ooVoo' and provides instructions: '1 Run the ooVoo Setup application'. A security warning dialog box is open, asking 'Do you want to run or save this file?' for 'ooVooSetup.exe'. A red arrow points to the 'Run' button in the dialog box. A black text box on the right contains the instruction: 'It's important to follow the instructions exactly and click "run" if your computer asks this question or your security program questions the download, "save" or "cancel" will not work'.

- 5) When complete, it will ask you to take certain steps to customize ooVoo to your needs. When you click "Next"

The screenshot shows the 'Install ooVoo' window. The window title is 'Install ooVoo Version 3.0.4.38'. The main text says 'Thank you for downloading ooVoo. Just a few short steps before you can make your first ooVoo video call.' There is a 'Select your language:' dropdown menu with 'English' selected. Below that, it says 'We recommend that you close all other programs during the installation process.' and 'ooVoo will be installed in the following folder: C:\Program Files\ooVoo'. At the bottom, there is a 'Next' button and a 'Cancel' button. Three callout boxes with arrows point to specific elements: 'Choose your language' points to the language dropdown; 'This is where you will find the ooVoo program on your computer, although it will have a shortcut button on your home screen' points to the installation folder; 'Read user agreement by clicking on it, then click next' points to the 'Next' button.

6) Customization and testing

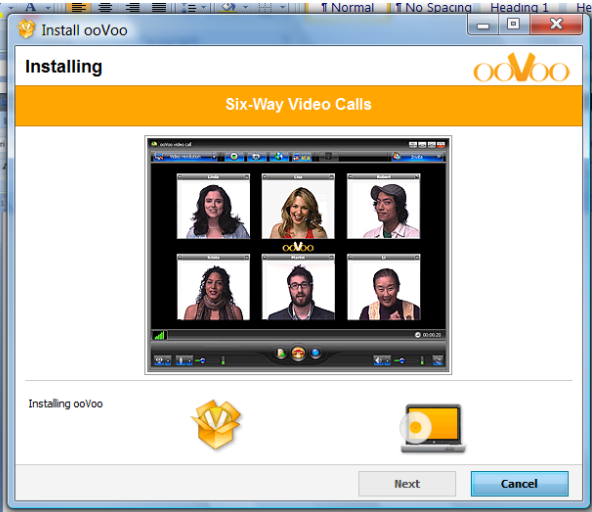


1) Here is where you can choose to have the ooVoo “toolbar on your internet home page—it is not necessary and it’s up to you whether you want it-uncheck if you don’t

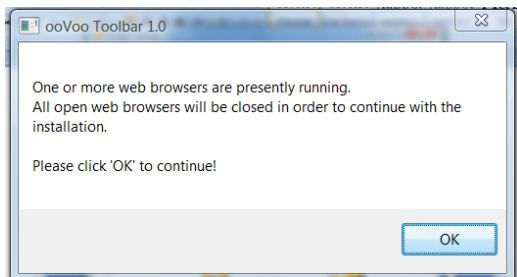
2) Unless you want Bing as your homepage, uncheck this!

3) Click Next

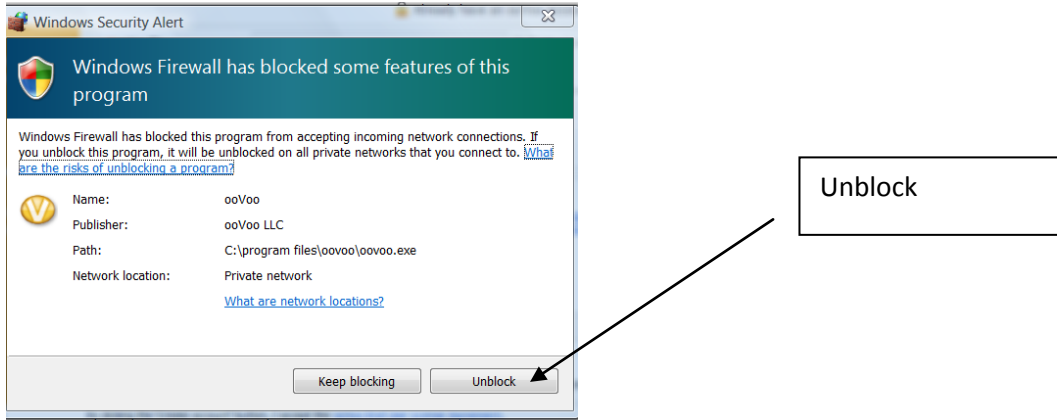
7) The next screen is the download installing, when it’s done—click Next for the next two screens:



8) If this pops up, click “OK”

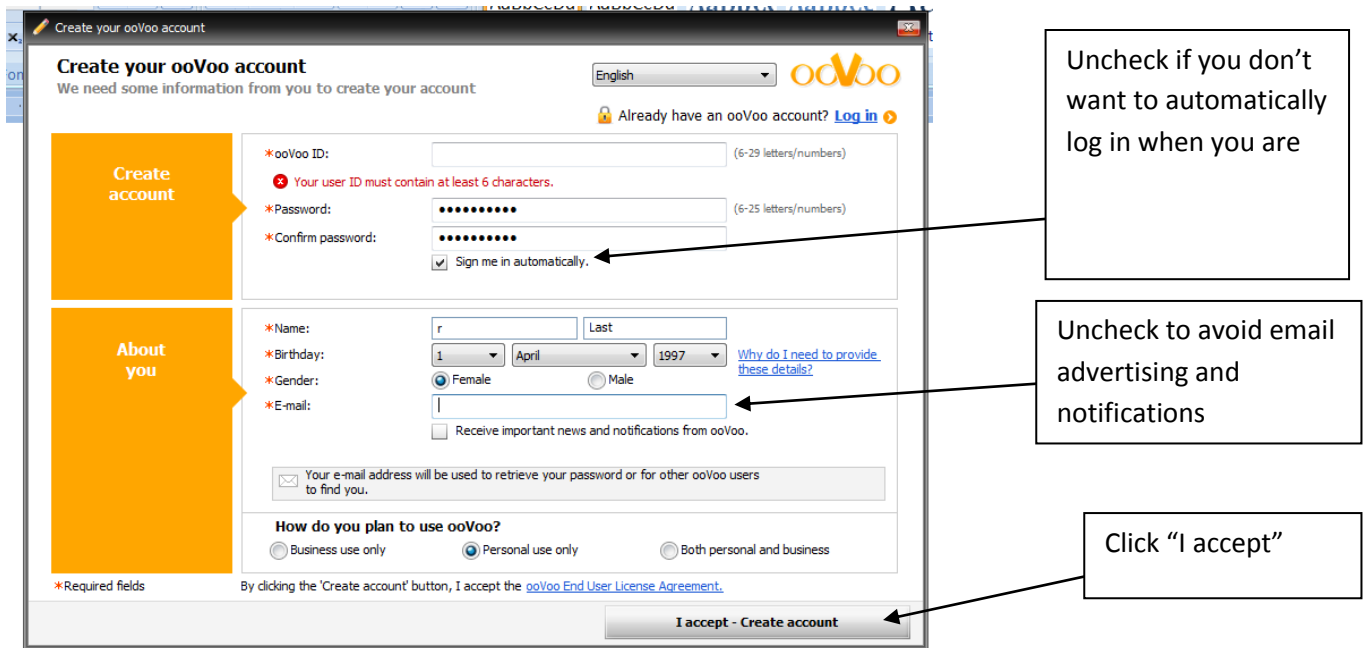


- 9) If you have a firewall in place (highly recommended), you will need to click unblock for the software to load completely and correctly.

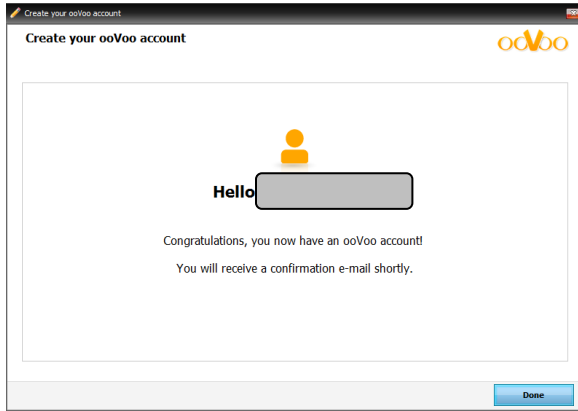


- 10) Now is the time to create your actual account (grab paper and pen to write down your ID and password

- ooVoo ID-is the screen name others will see when you “call” and can be whatever you choose
- password-is your way of accessing your account, it needs to be something others cannot guess, but you will remember.
- About you section is for ooVoo to determine that you are an adult andfor others to search for you by name or email—your email is also essential as this will be used to confirm your membership to ooVoo.



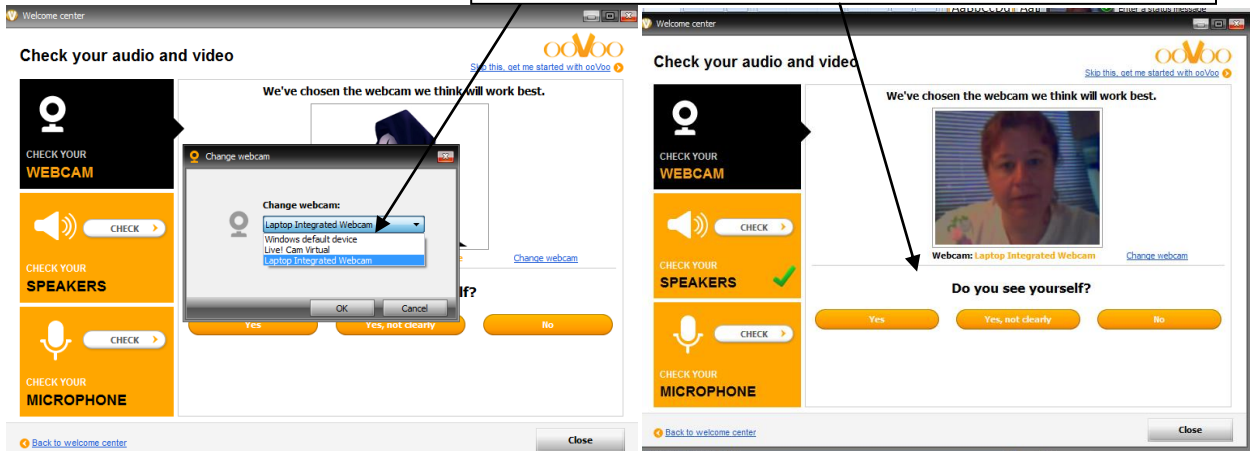
11) Your account is now created! The next steps are simply for checking your audio and visual settings, follow directions on the screen



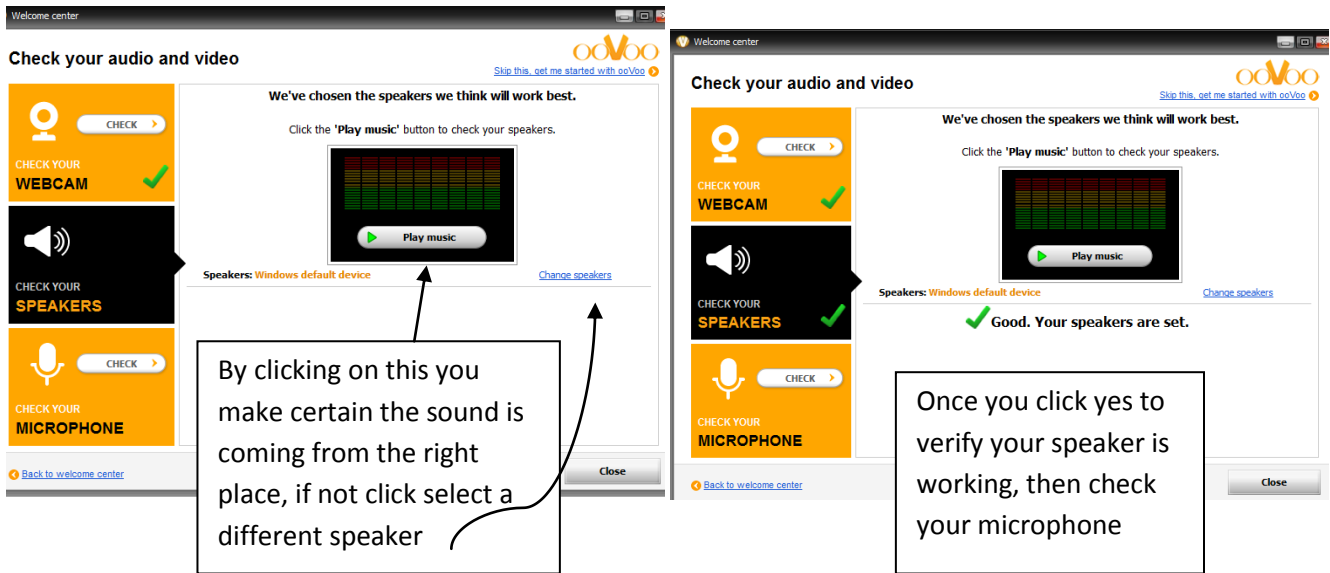
12) Select the sections on the left to test your webcam, speaker, and microphone connections. The ooVoo software will attempt to find and automatically select these, but the testing process makes certain each is working and settings are made to maximize the quality of your experience.

a. Webcam:

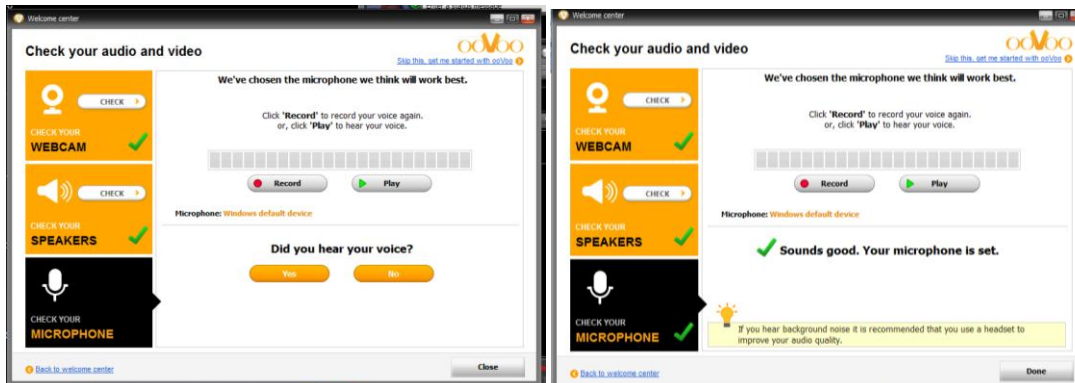
Checking camera, if you don't see yourself, click no and the program will troubleshoot with you



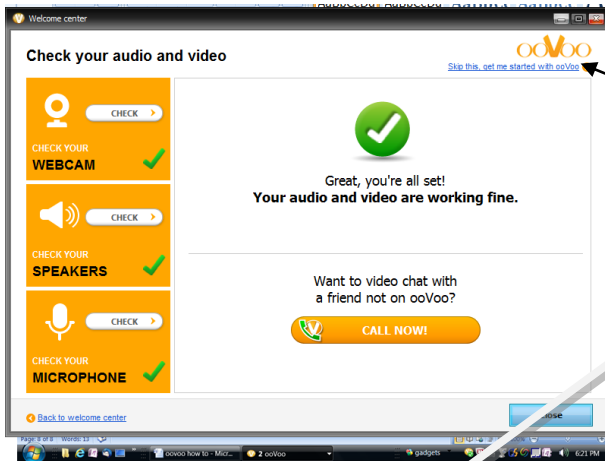
b. Audio-speakers (how well you hear what's going on)



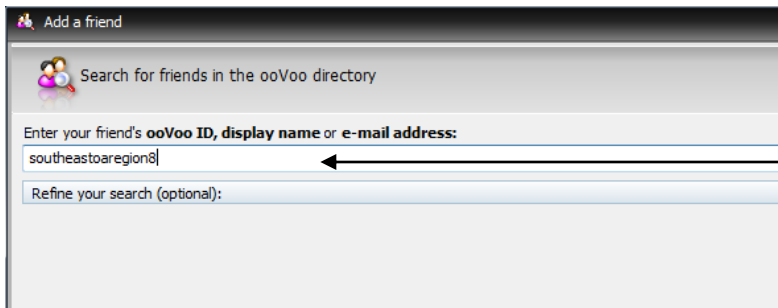
c. Microphone-test to make certain everyone else can hear you



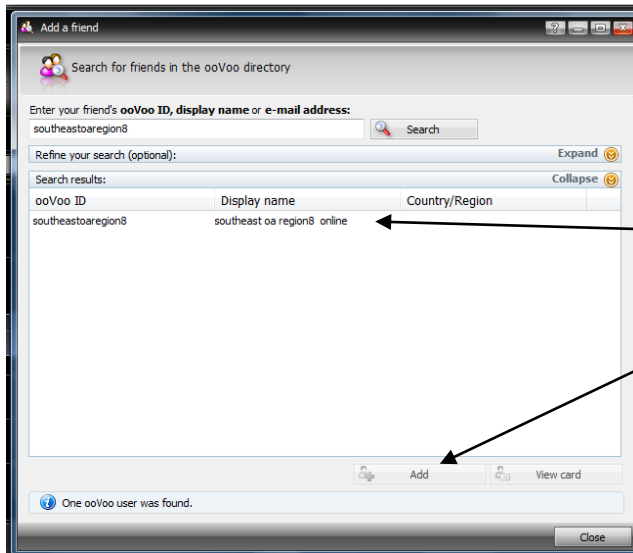
Once you finish this, you are now ready to videoconference, the next final step is to connect with Region 8.



By clicking here you will be able to send an invitation to have "Southeastoregion8" as a friend



Type: southeastoregion8 and hit enter



Click on the name that click on the address, and click yes to send invite

Finally, email to the techwebchair@oaregion8.org

write ooVoo in the subject line

In the message body list your ooVoo user ID and request to be added to the Region's "friend" list, so that you can attend a the region conference.

Once you see that you've been added to the list, you are ready to attend.