

Please reply to Chris Hitchen [treasurer@fcps.org.uk](mailto:treasurer@fcps.org.uk) or [chitchen@croydon.myzen.co.uk](mailto:chitchen@croydon.myzen.co.uk)

Zoom has become popular in the last few months as a means of conducting online meetings. It is proposed that the France & Colonies PS follows suit. Could members interested please advise Chris Hitchen on [treasurer@fcps.org.uk](mailto:treasurer@fcps.org.uk). Please let us know whether you would simply wish to view displays or whether you would be able to give a display as well. Those without a webcam can of course still view the displays but will not be seen by others.

Future information on Zoom meetings will only be sent to those who express an interest. Many will not be interested and we do not want to bother those members with unnecessary emails.

Displays can be done with PowerPoint, which is most suitable. Other formats can be used such as pdf or word but might be more difficult to display. To begin with a number of short presentations of up to 10 slides and no more than 10 minutes duration would be easiest. However if anyone would like to give a full display of some 40 slides and around 45 minutes duration that would be very welcome. Let me know what you would like to show.

For those who wish to display but have not done so on Zoom before and would like to practice beforehand please let me know and simple rehearsals can be arranged.

#### **Zoom for new users**

Zoom is easy to use and does not cost anything for participants. For new users to Download use Google to search for Zoom or use the address <https://zoom.us/signin>

Click on Sign Up it's free and follow the instructions, click on Yes, OK, continue as appropriate

Ignore requests to subscribe you do not pay anything.

Fuller details of how to use Zoom in meetings will be sent to those who wish to participate with a display but have not done so before, just contact Chris Hitchen.

Should anyone have experience of hosting Zoom meetings and would be prepared to do this please let me know.