

Joining a Jiva Fitness class or training session using Zoom on your computer

Before you begin, download the Zoom app for your computer

When you sign up for a class or training session, you will receive a confirmation email that will include your Zoom meeting link. Let's begin with that email.

1. Open the email meeting invitation from Jiva Fitness
2. Confirm that the time and type (class or training session) is correct
3. Scroll down to find the meeting link i.e.
"Jiva Fitness is inviting you to a scheduled Zoom meeting.

Topic: Jiva personal training

Time: May 11, 2020 01:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/91363899025?pwd=T2RsT2diVllyRGFVMkRxcjMxS1lXdz09> (←link)

4. Click the link
5. This should open Zoom in your browser window
6. There will be a pop-up window asking you to join via the Zoom app. The app is ultimately the easiest way to use Zoom on your computer, so we do recommend that you download it and register for Zoom. (it costs nothing) However, you don't need to register and can just sign on with your browser if you wish.
7. As the app window pops up, it will prompt you to join with computer audio. Click to join.
8. In the bottom left hand corner you will see a microphone button that is now enabled and should be reacting as you speak. Beside it, you will see an up arrow for more mic choices.
9. Just to the right of the mic up arrow, you will see a video camera button with a red line through it. That means that your video is NOT enabled. Click that button to enable it. Your instructor needs to be able to see you. Beside it, you will see an up arrow for more video choices.
10. In the upper right-hand corner of the screen you will see two icons. The one farthest to the right is to maximize the screen. Click that so that it makes the image as large as possible and easier to see.
11. Just to the left of that are the "view" choices. "Speaker view" makes the image of whoever is speaking largest and centered. This is the view that you want. It will make the instructor's video easier to see. The other choice is "Gallery view" and that will make all attendees' video box (including the instructor's) the same size and the more people there, the smaller every box gets. This would make it harder to see the instructor clearly.
12. Note: Before each class, everyone will be unmuted so that we can help you set up and everyone can chat a bit. When it's time to start class, the instructor will mute all participants so the instructor is the only one that can be heard. This keeps the "Speaker view" focused on them. Otherwise, the picture would jump around to whoever talked or made noise. This would make it hard to follow in a class. After the class, the instructor will unmute everyone to check in with you.
13. Finally, on the bottom right of the window, you will see a leave meeting button. Simply click that to leave. It will automatically turn your camera off.

If you have any questions, don't hesitate to contact us at info@jivafitness.com

Joining a Jiva Fitness class or training session using Zoom on your handheld device

Before you begin, download the Zoom app for your device

When you sign up for a class or training session, you will receive a confirmation email that will include your Zoom meeting link. Let's begin with that email.

1. Open the email meeting invitation from Jiva Fitness
2. Confirm that the time and type (class or training session) is correct
3. Scroll down to find the meeting link i.e.
"Jiva Fitness is inviting you to a scheduled Zoom meeting.

Topic: Jiva personal training

Time: May 11, 2020 01:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/91363899025?pwd=T2RsT2diVllyRGFVMkRxcjMxS1lXdz09>" (←link)

4. Click the link
5. This will open your Zoom app and bring you to the meeting (class or session)
6. Before joining, however, it will give you a preview video to see how you will appear and it will ask you to Join with Video. Click that button as it is necessary for your instructor to see you.
7. Now you have joined the video part of the meeting and will be asked to join the audio. Click Call using Internet Audio to complete the connection.
8. The next thing to check is your view. If you look on the upper left side of your screen, under the red Leave Meeting button, you will see a Switch Camera button (ignore that) and below that a Switch to ... button. There are two options: Speaker View and Gallery View. What you want is called Speaker View which will make the person speaking the largest, central box. This will allow you to see the instructor better. Gallery View makes all participants' video boxes the same size and, if are in a large class, that will make the instructor's box smaller and harder to see.
9. The final note is simply that when you are ready to leave the meeting, go to the upper left of your screen and click the red Leave Meeting button. It will automatically turn your camera off.