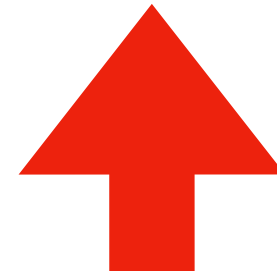


**Welcome to the 2021 Greater Philadelphia
Christian Writers Conference directed by
Marlene Bagnull**

Step 1: Open this link: gpcwc.obv.io



Greater Philly Christian Writers Conference

Email

LOGIN

Step 2:



C. Wait to have a GPCWC staffer set up your account (if successful, you'll automatically be taken to the next screen)

**Alternate
Step 2:**

Greater Philly
Christian Writers Conference

Email

Password

No user found with that email address or password

LOGIN

Forgot Password?

**If you see this error message instead,
email ALL these people (in a single email) for faster service:**

Marlene – mbagnull@aol.com

Tab - tlscheffler@verizon.net

Darcie – darciejoygudger@gmail.com

Donna - dbrennan@epix.net



DASHBOARD

Note: This was draft text for the faculty. Conferees have a simple one-sentence waiver.

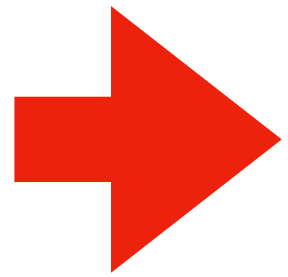
For Faculty:

As a faculty member at the 2021 Greater Philly Christian Writers Conference (GPCWC) I grant permission for GPCWC to:

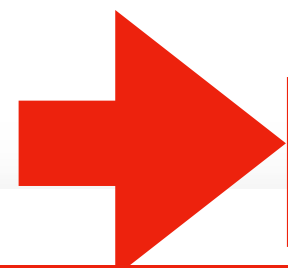
Video record my keynote, continuing session, and/or workshop and make it available online to attendees (conferees, other faculty, and staff) for two months. I understand I own the rights.

Video record panels I participate in and make available online to attendees (conferees, other faculty, and staff) for two months.

Make my pre-recorded workshop(s) available online to attendees (conferees, other faculty, and staff) for two months. I understand I own the rights.



I hereby certify that I have read the forgoing and fully understand the meaning effect thereof, and intending to be legally bound, have signed it.



By signing this, I agree to the above statement.

**Step 3 . Check the permission box
AND sign in the dotted box**
("sign" by using moving your finger over any key on your desktop – try it – you'll see how easy it is :))



Please check button below to connect with a tech and check-in.

START TECH CHECK

**Step 4. Wait to be allowed entrance
(a GPCWC staffer must do this manually)
then another screen will open automatically (next page)**



Open zoom.us?

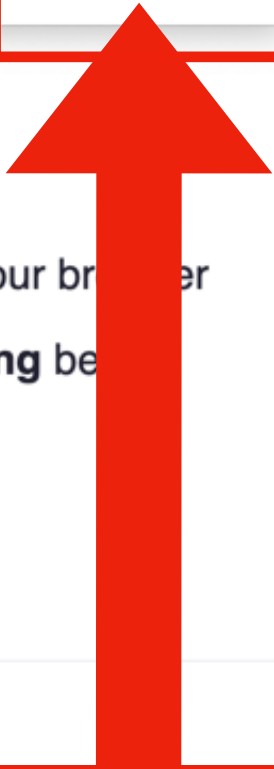
https://poweredbysage.zoom.us wants to open this application.

Always allow poweredbysage.zoom.us to open links of this type in the associated app

Cancel Open zoom.us

Click **Open zoom.us** on the dialog shown by your browser
If you don't see a dialog, click **Launch Meeting** below

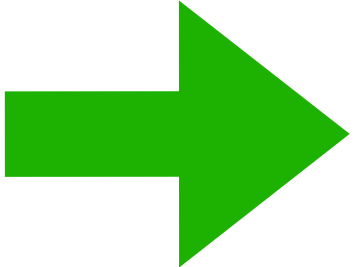
Launch Meeting



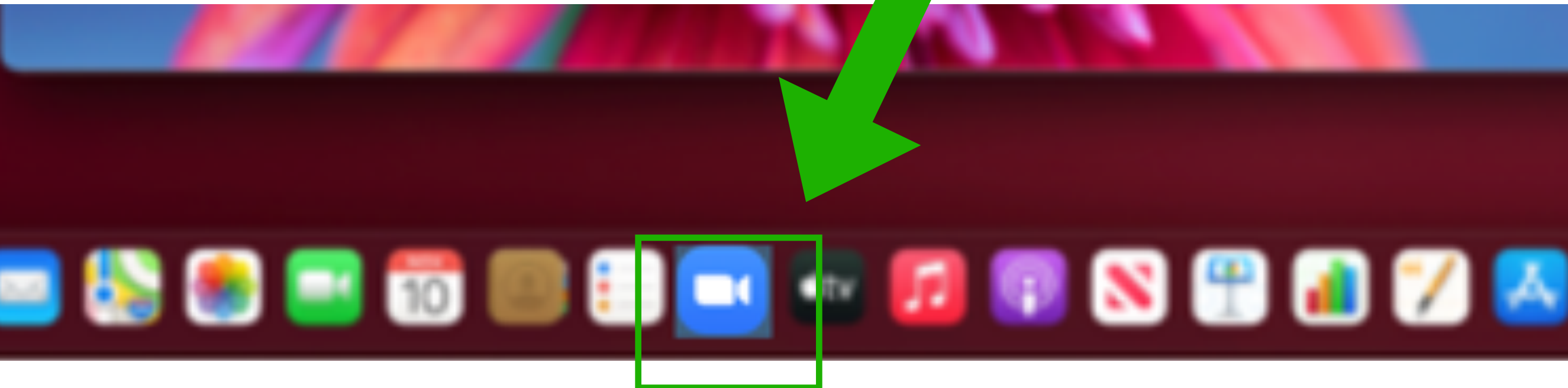
**Step 5: Once allowed access, this screen will automatically open.
Click "Open zoom.us" to automatically be taken to the next screen**

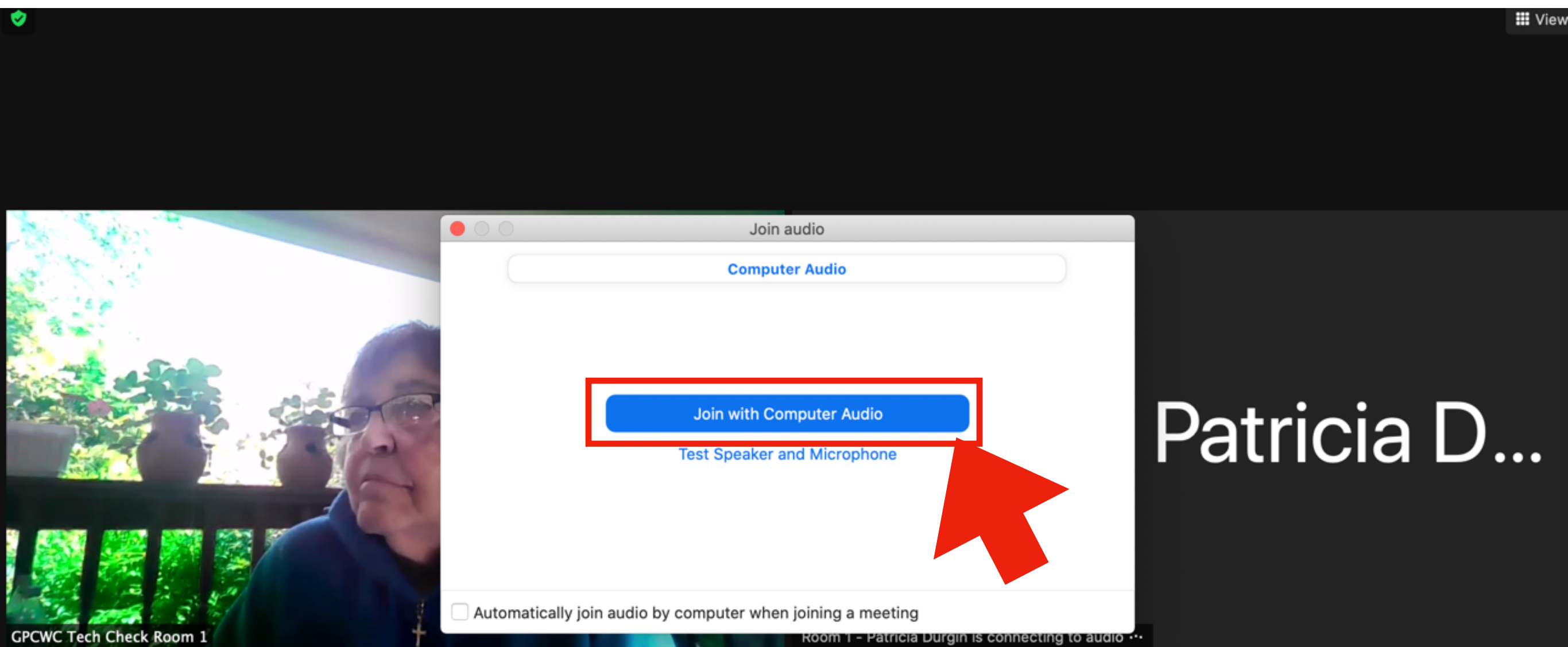


Side Note:
Zoom's icon
will open
on your
Computer's
"Dock"



Zoom Icon





**Step 6: Choose “Join with Computer Audio” (default option)
Note: Be ready to be shown onscreen! :)**



View



Room 1 - Patricia D...



Step 7: Wait for a few seconds & you'll be onscreen
Your Admin Ass't will / may be shown too, initially.
*It doesn't matter which side
of the screen you're on.*



GPCWC Tech Check Room 1



Room 1 - Patricia Durgin

NOTE: If you'll have more than one screen active, be sure to speak to your PRIMARY screen, (Marlene's showing what you'll look like if you speak to your secondary screen. Thanks, Marlene!)



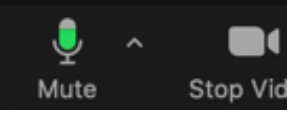
View



GPCWC Tech Check Room 1

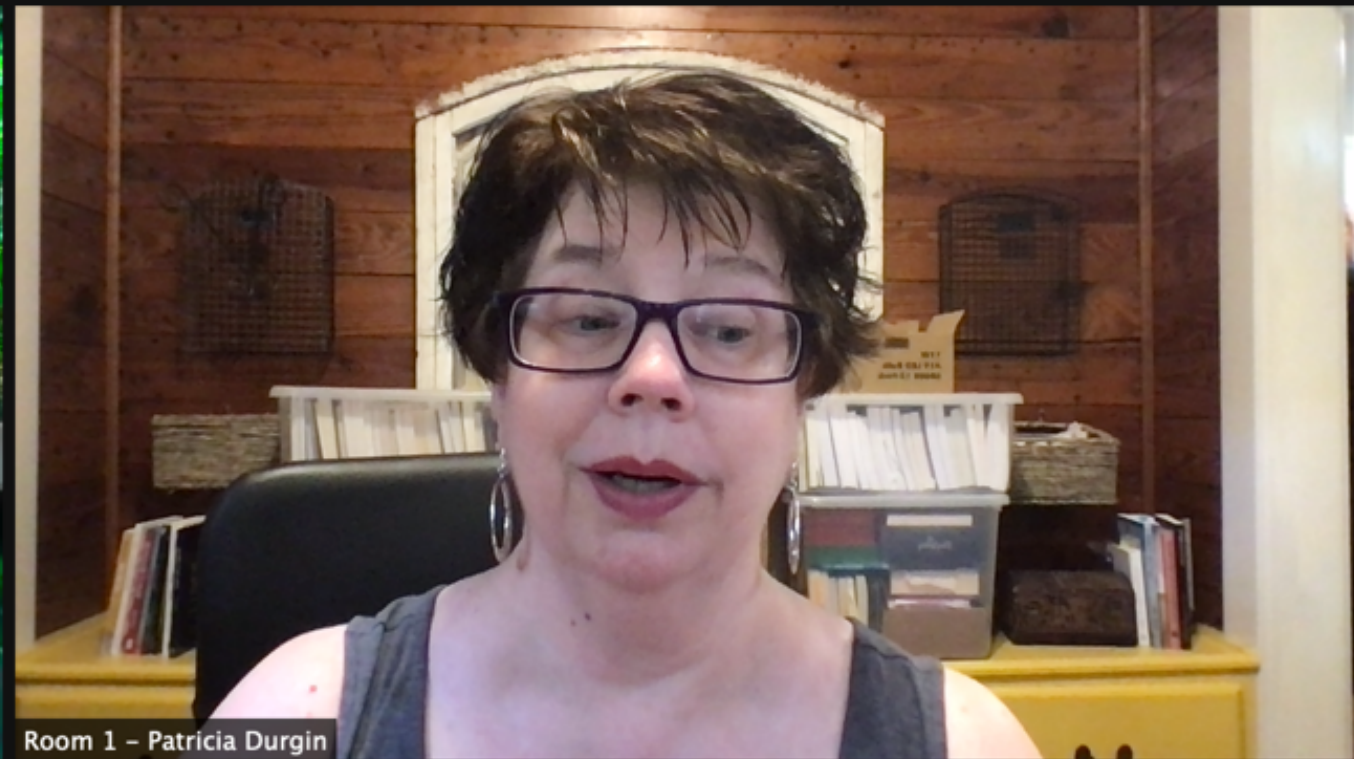


Room 1 - Patricia Durgin

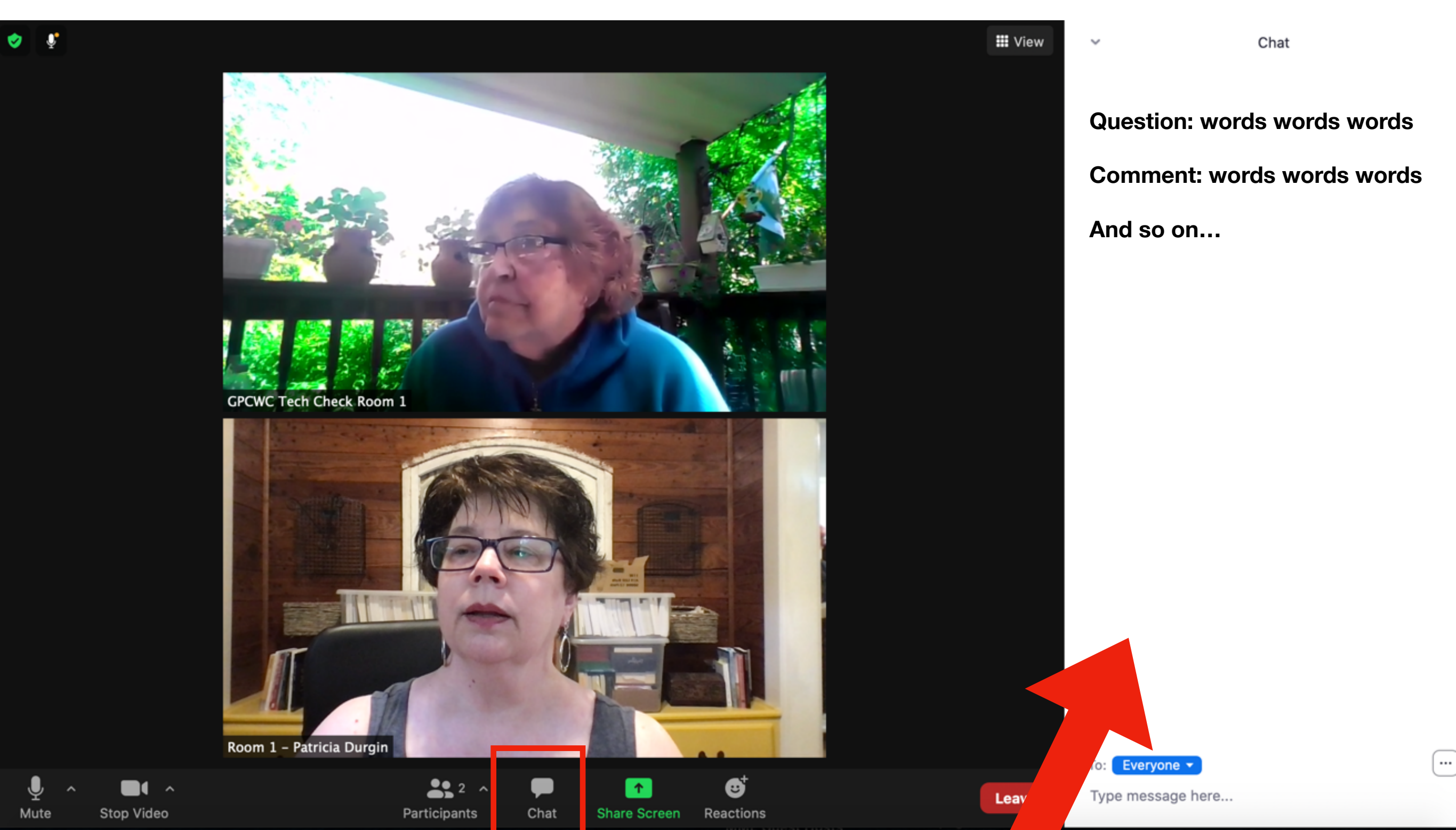


Leave

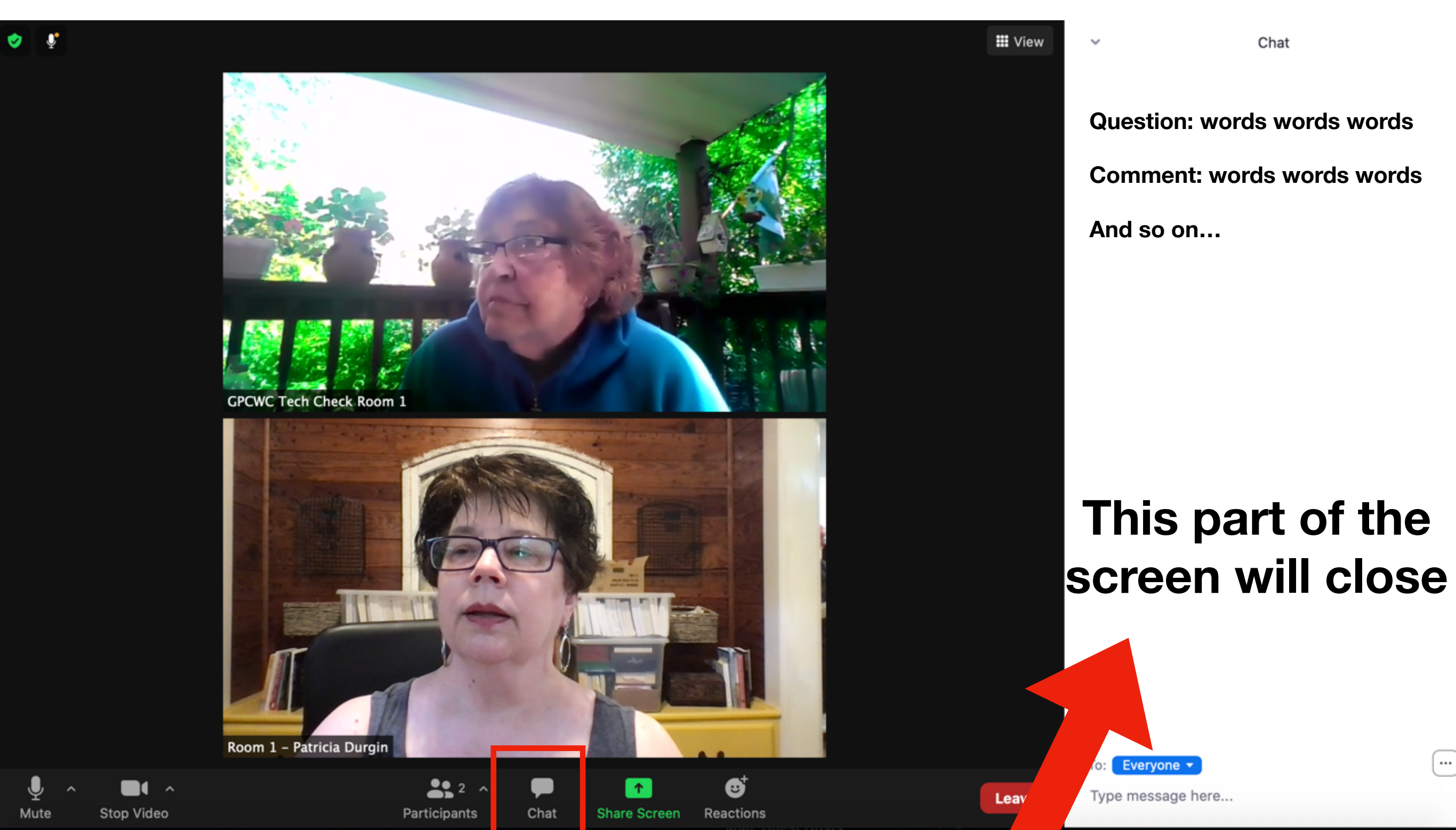
NOTE: Using your primary screen (if you're using more than one) allows you to face your audience as you speak—important!



NOTE: "Screen Share" is on by default



NOTE: Click "Chat" to open right screen and view comments and questions *(if you want to)*

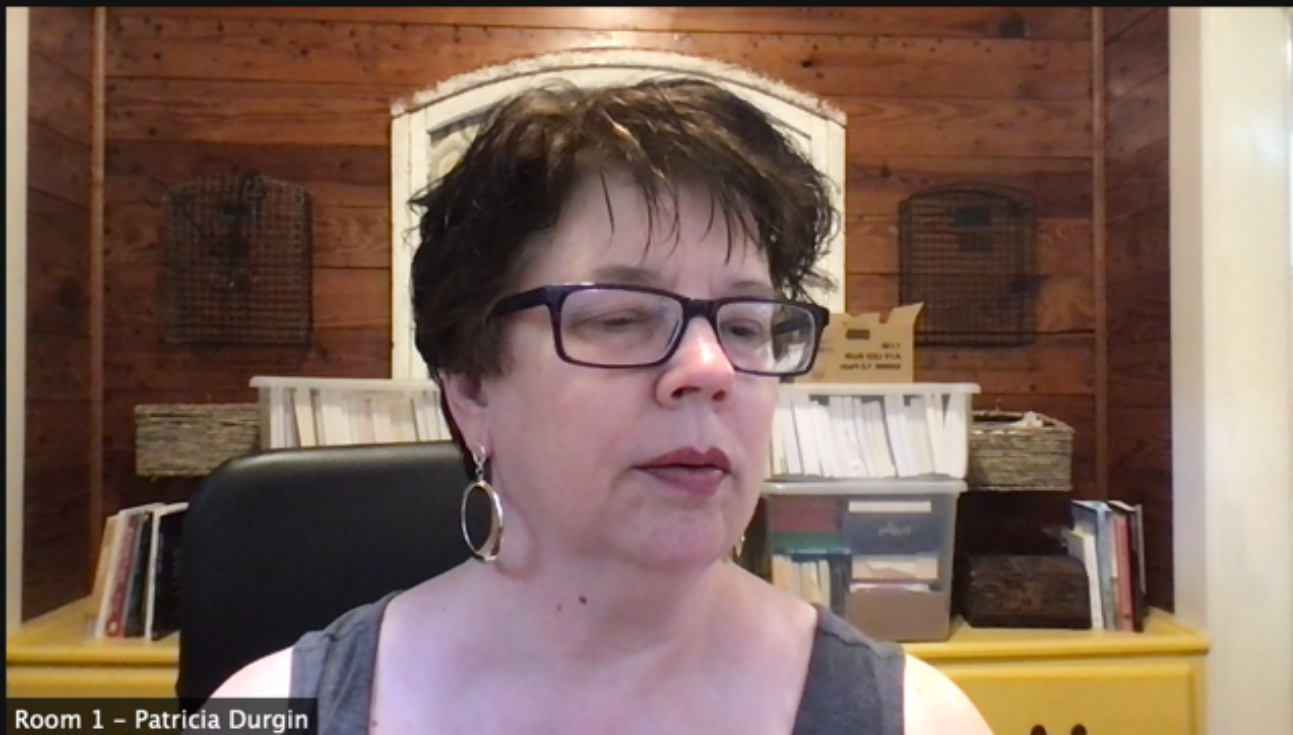


This part of the screen will close

To close the "Chat" window, click on "Chat" a second time.



GPCWC Tech Check Room 1

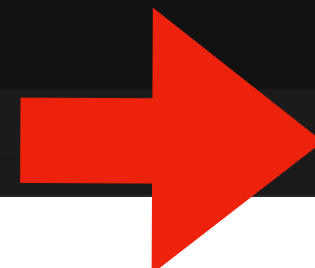


Room 1 - Patricia Durgin

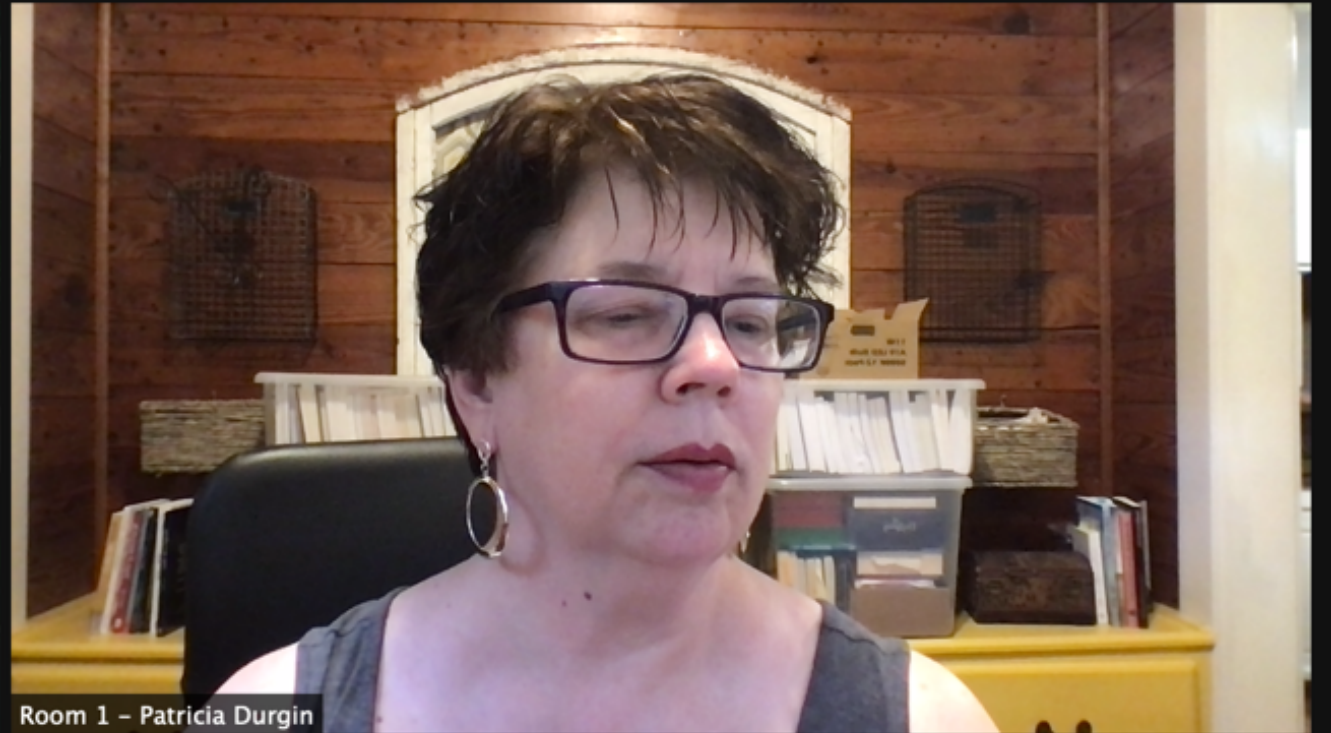
Mute Stop Video

Participants 2 Chat Share Screen Reactions

Leave



**When your session ends, click “Leave”
(a confirmation prompt will appear; see next page)**



Mute Stop Video Participants 2 Chat Share Screen Reactions Leave Meeting Leave

**Confirm you want to close this session.
Click "Leave Meeting" and you and your viewers
will be removed from this platform till your next session.**