Let's Do Hybrid

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Happy, Joyous & Free Group
Titusville FL

150 596 673 PC: happy

HAPPY
joyous
FREE

Considerations

1. Understand facility requirements (masks – no hospitality)
2. Group Conscience (Virtual from Feb 2020 to July 2021)
3. Will members understand what Hybrid means? (F2F & virtual)
4. Accessibility
5. Updating Intergroup List so Meeting Guide app is accurate
6. Finances

Research

1. Attend hybrid meetings

2. You Tube videos

   a. How to's…ex. Audio re: Device feedback, etc.

3. Zoom videos/tutorials

Technical Aspects

1. Utilize used equipment

2. Purchase any additional required equipment such as a Microphone, etc,

3. Thank God for Amazon return policy as things don't work

4. Test & Evaluate set-up

5. Write "how to set-up" for other members to follow

Implementation

1. July 13th first "hybrid" meeting (in person, masked)

2. Meeting Guide App now has accurate information, thanks to our Intergroup.

3. Details continue to evolve

4. The next three slides show the layout, and actual pictures of the setup.

Laptop/Zoom camera facing f2f audience (JOIN) – Audio on

Laptop/Zoom camera facing chair – CHAIR (host) – SIGN IN – Audio Off

HDMI to TV. Microphone by USB to laptop

Sink

Table

Hybrid Layout

Back room view – JOIN Audio Off

File Cabinet

Hybrid Layout – Back View

➤ Virtual members when speaking can be spotlighted so members in the room see them more clearly.

➤ Our goal is to have everyone feel part of the meeting, both virtual and f2f. In person members can sit off camera if they choose and of course, online members can stop video.

➤ It is an ongoing adventure, we learn as we go and thank those who helped us along the way.

Equipment List

- ➢ 2 laptops – Main room view & Chair
- ➢ 1 other device (laptop, tablet or phone)
  Back room view (optional)
- ➢ TV
- ➢ TV table
- ➢ HDMI cable
- ➢ Microphone (USB cable)
- ➢ Power strip

Things will go wrong, Do it anyway!

Thank you!

SUMMARY

SIGN ON Chair Laptop – Rename: Chair – (Name) - **Audio off**

JOIN Room View laptop (Sign on password: happy) - **Audio on** -   HDMI to HDMI1 on TV

USB attach Microphone - Turn TV on -   Click on Camera (HDMI source)

Caution – If muting all, room view will be muted as well so microphone will be off.

JOIN Back Room View Additional device - **Audio Off**