



# Digital AG

Adapted with permission  
from Redemption Hill  
Church

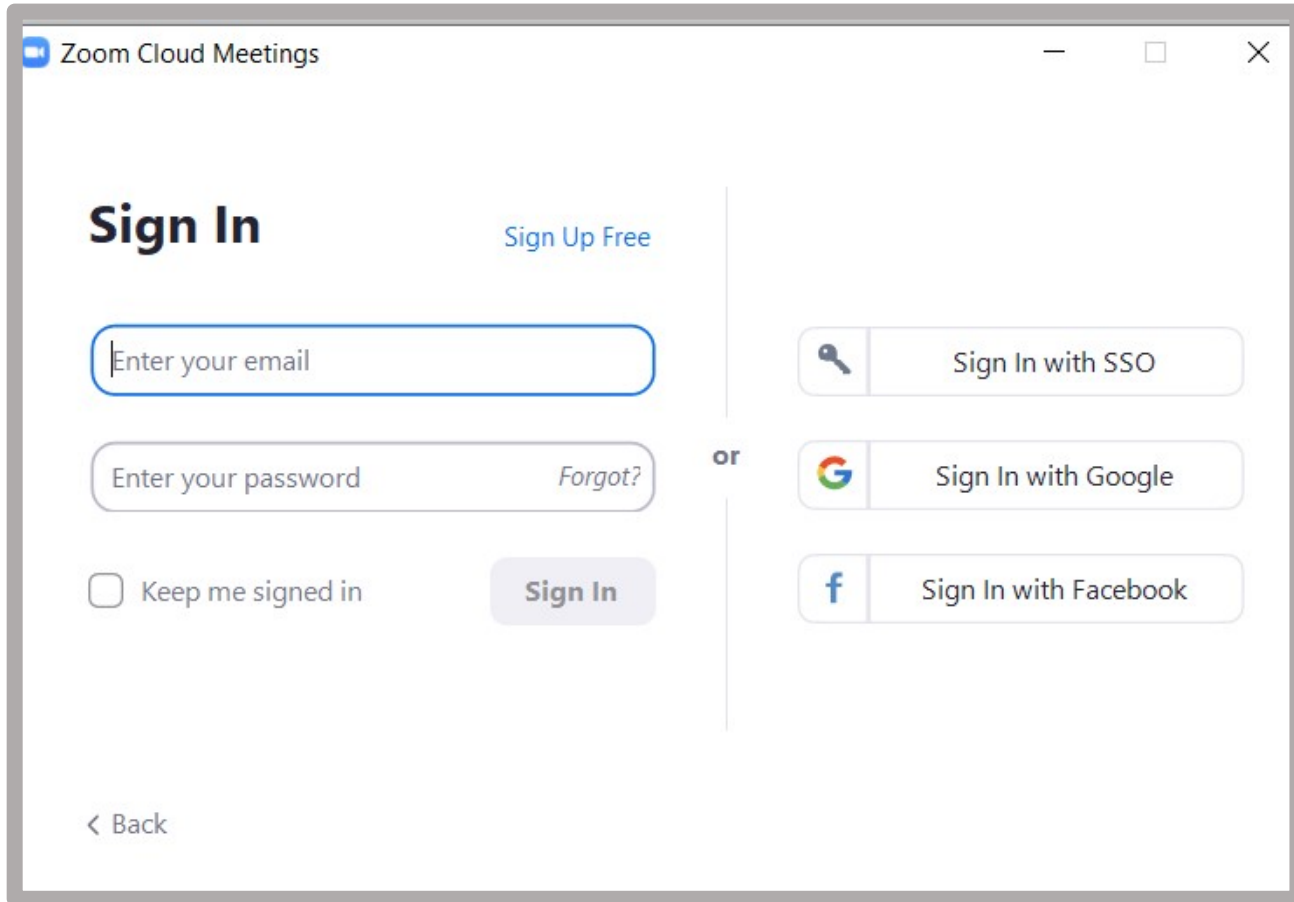
# Objectives

- For AGs to continue despite the restrictions to physically meet up
- AGs could use video chat platforms such as Zoom (Preferred) or Skype.
- To highlight some of the challenges of doing AG through zoom and provide some practical guidance for how we can overcome them.

# How would this look like?

- Everyone will need to download Zoom onto their computer.
- Ahead of time, the AGL will send out an invitation to everyone showing the meeting ID and the password for that meeting.
- Once everyone signs in, the AG can begin (though it is not ideal to sing a song as a group as the lag time may affect it).
- When we break up into smaller groups for a discussion and/or prayer. People could leave the chat and the preassigned discussion leaders will invite the respective people.

# Zoom



The screenshot shows the Zoom Cloud Meetings sign-in interface. At the top left, it says "Zoom Cloud Meetings" with a blue Zoom logo. The window title bar shows standard OS controls (minimize, maximize, close). The main heading is "Sign In" in bold black text, with a "Sign Up Free" link in blue to its right. Below the heading are two input fields: "Enter your email" and "Enter your password". The password field has a "Forgot?" link to its right. Below the password field is a checkbox labeled "Keep me signed in" and a "Sign In" button. To the right of the email and password fields, separated by a vertical line and the word "or", are three social sign-in buttons: "Sign In with SSO" (with a key icon), "Sign In with Google" (with the Google logo), and "Sign In with Facebook" (with the Facebook logo). At the bottom left, there is a "< Back" link.

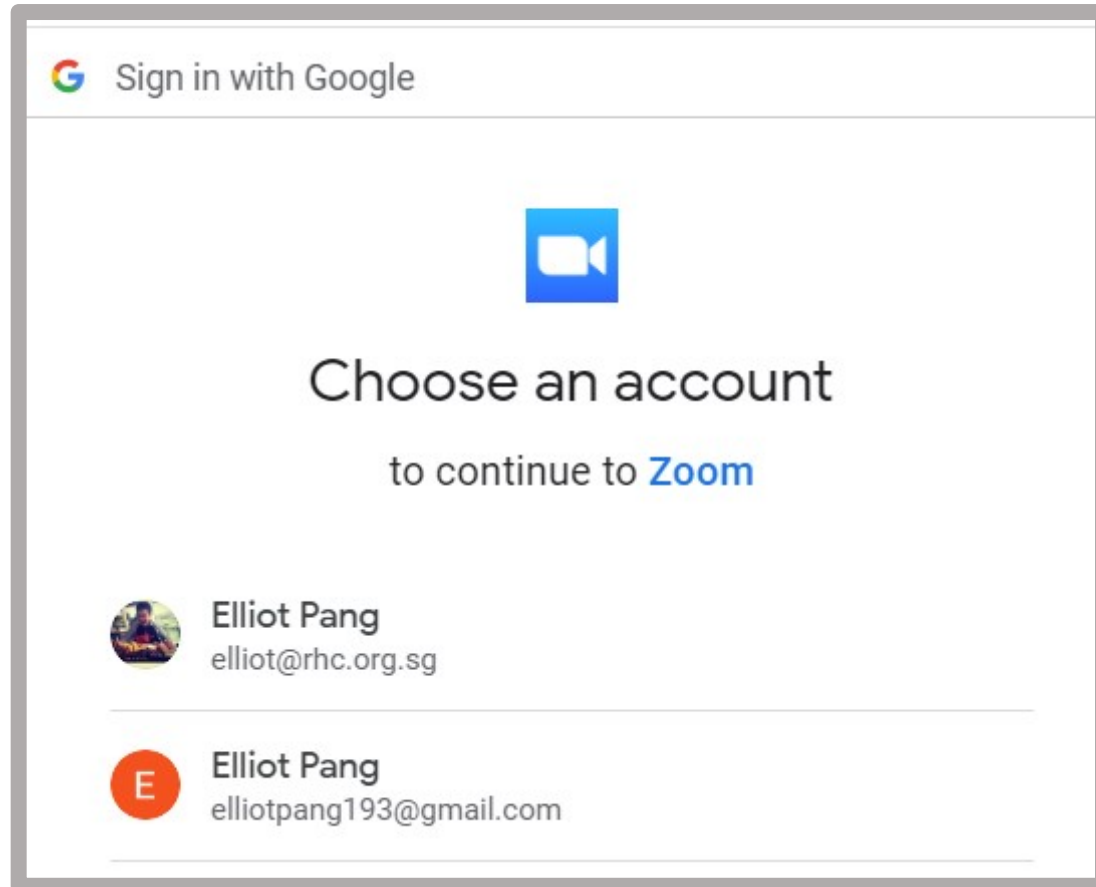
## Instructions:

- You can either download Zoom on your computer or go directly to their webpage.
- Once that is done, you can sign in with Google (and other platforms) or Sign up directly with Zoom for free

Tutorial Video:

<https://www.youtube.com/watch?v=-2pq4l1urXA>

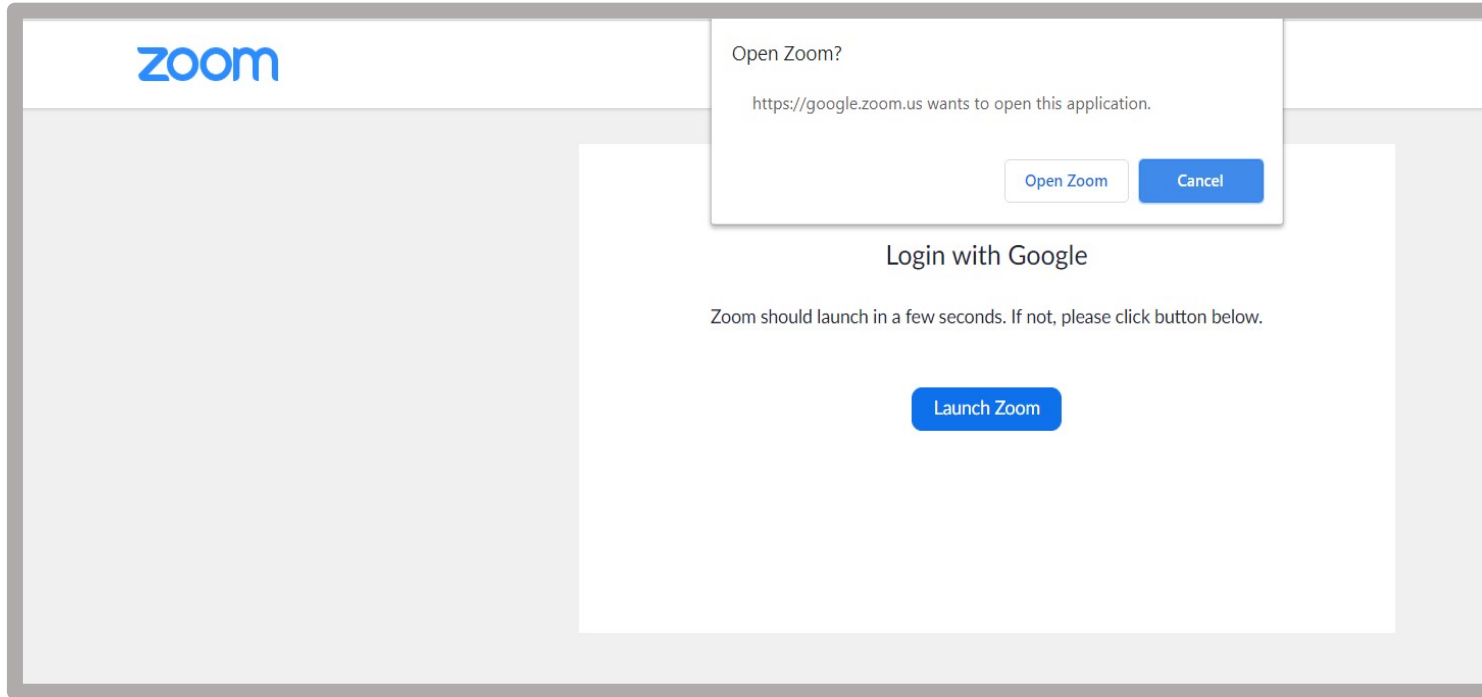
# Zoom



## Instructions:

- You will be directed to a webpage where you can sign in.
- The example from the photo on the left is based on a sign in with Google.

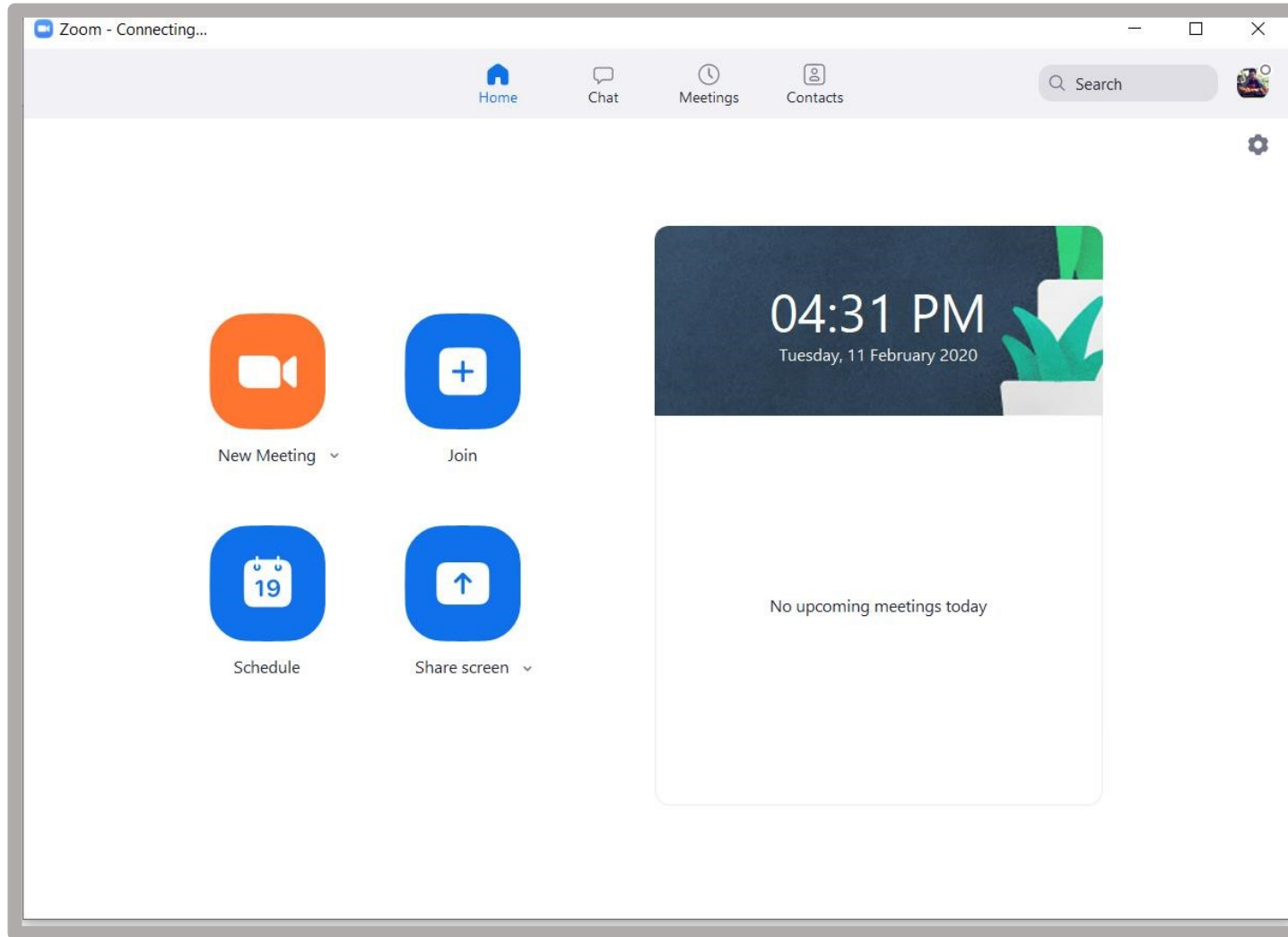
# Zoom



## Instructions:

- After you sign in, you would receive a notification as per the photo on the left

# Zoom



## Instructions:

- If you had downloaded Zoom on your computer, you would be directed to the home page.

# Zoom

Schedule meeting

**Topic**

Havelock CG Meeting

Start: Wed March 4, 2020 07:50 PM

Duration: 1 hour 45 minutes

Recurring meeting Time Zone: Singapo...

Your Zoom Basic plan has a 40-minute time limit on meetings with 3 or more participants.  
[Upgrade now](#) to enjoy unlimited group meetings.  
 Do not show this message again

**Meeting ID**

Generate Automatically  Personal Meeting ID 456-919-3596

**Password**

Require meeting password 123456

**Video**

Host:  On  Off Participants:  On  Off

**Audio**

Telephone  Computer Audio  Telephone and Computer Audio

**Calendar**

Outlook  Google Calendar  Other Calendars

**Advanced Options**

Enable waiting room  
 Enable join before host

## Instructions:

- You are able to schedule a meeting ahead of time and invite people in your AG.
- In the photo on the left, you will be able to see an example of how you can schedule a meeting
- **Note:** This only applies to the Host of a meeting not the participants. Accounts with a Basic Plan are only able to meet for 40 minutes at a time. If you plan to meet for a longer time, you'll need to upgrade your plan.



# Zoom

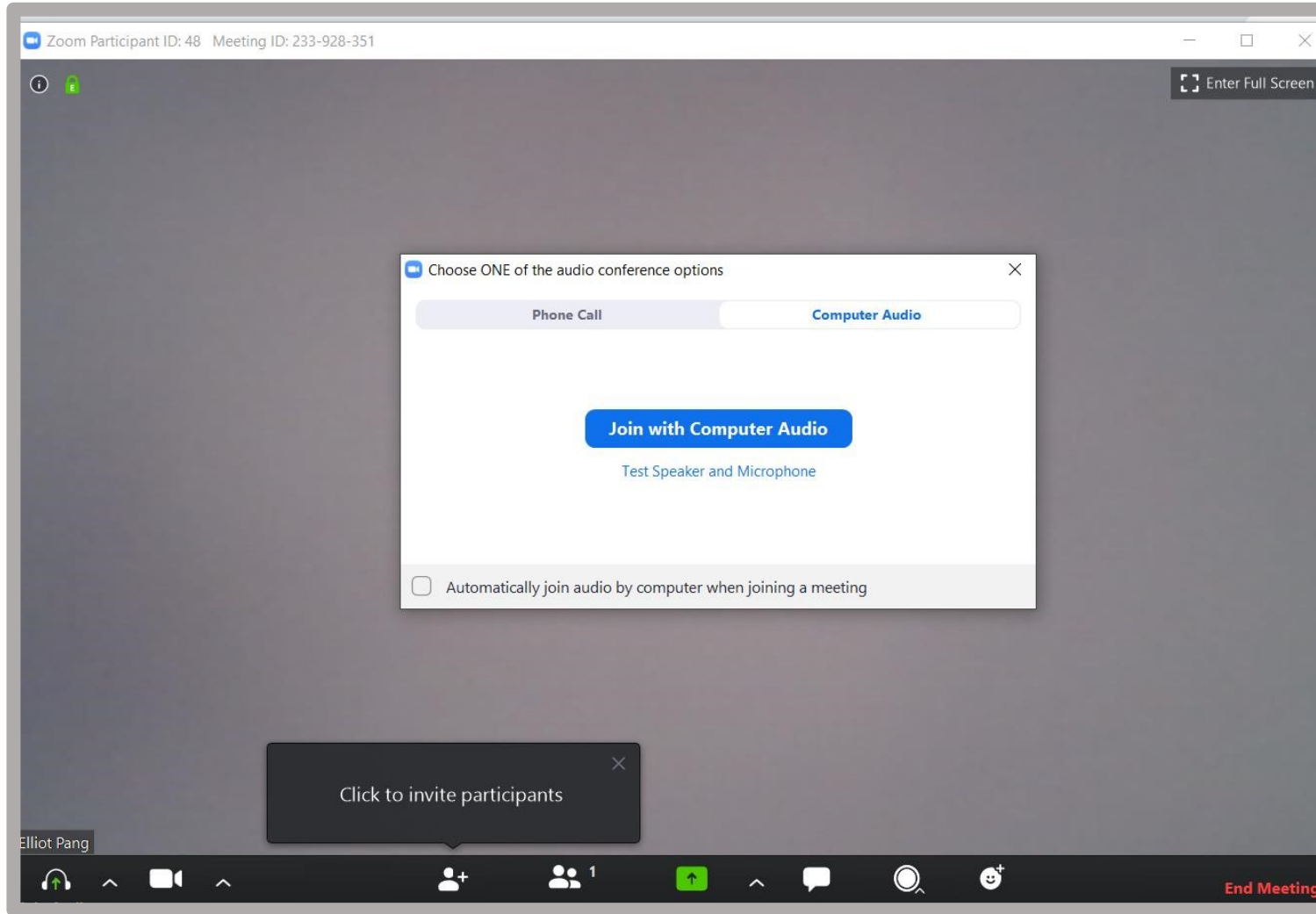
The screenshot shows the 'Havelock CG Meeting' event creation page in Google Calendar. At the top, there is a 'Cancel event changes' button and a 'Save' button. The event is scheduled for 'Mar 4, 2020' from '7:50pm to 9:35pm' in the 'Singapore Standard Time' zone. It is not an all-day event and does not repeat. The 'Event Details' section includes a Zoom link: <https://zoom.us/j/318222336?pwd=RzhWZGRtRFFqalRPdXR2RVBwMHI2dz09>. There are options to 'Add conferencing', set a 'Notification' (10 minutes), and add a notification for 'Elliot Pang'. The event is set to 'Busy' with 'Default visibility'. The 'Guests' section shows permissions: 'Modify event' (unchecked), 'Invite others' (checked), and 'See guest list' (checked). A rich text editor at the bottom contains the following text: 'Elliot Pang is inviting you to a scheduled Zoom meeting. Join Zoom Meeting <https://zoom.us/j/318222336?pwd=RzhWZGRtRFFqalRPdXR2RVBwMHI2dz09> Meeting ID: 318 222 336 Password: 123456'.

## Instructions:

- You'll be able to send a Google Calendar invite to the participants which includes the link, meeting ID and password



# Zoom



## Instructions:

- This is what the Zoom screen will look like (note: the camera is covered when this screen shot was taken)
- You are encouraged to test Zoom out yourselves.

# Challenges of doing AG through zoom

- **Technical difficulties**

There are a lot of technical difficulties that can arise. Sometimes it is not as easy as just turning it off and on again. When these happen, it will highlight the distance between you and your AG members. It is helpful to remind your group that these things happen and that you will therefore need to be more patient with each other than usual. When these things happen, keep trying. If one of your AG members can't join or gets cut out by technical difficulties, you can reach out to your AG members on Whatsapp after the group appreciating them for trying to join and checking if there are ways you can be praying for them.

# Challenges of doing AG through zoom

- **Attention span**

It is much easier to pay attention at AG when you are there. While they are joining AG from home, your AG members may be multitasking because they can. There will be more distractions for each member. Hopefully the practical tips at the end can help you overcome some of the aspects of this challenge.

# Challenges of doing AG through zoom

- **Group dynamics**

Meeting over Zoom will affect your group dynamics. Often, when group members are dialing in from home and listening to someone else, they will mute themselves. This means it takes longer for them to join the discussion later. Some participants may be unsure when to chip in, and they will be quieter than usual. Some may be silent throughout AG. Others may dominate the discussion because they feel like no one else is saying anything. It may be helpful if this is happening to talk to your AG at the start of the study about how meeting online can change the dynamic of the discussion, to encourage some members to speak up if they want to and for the group to be ready to wait longer before filling the silence if need be.

# Practical tips for leading zoom AGs

- **Try to keep the study shorter than usual.**

Have clear “Big Idea” and “What must the AG takeaway” statements to sharpen and focus the studies. This will help your AG members joining in to stay focused.

- **Arrow people to answer questions if necessary – and yet watch the discussion level**

Some AG members who’re usually more participative may become more self-conscious during zoom discussions and vice versa. We can encourage everyone to listen well to each other, especially during a zoom AG.

- **You may want to break out into smaller groups for application and prayer.**

Prayer will look different from when you meet as a large group. To keep prayer time intimate, get folks to break out into smaller Zoom groups. You may need to organize this before the group starts, and direct some people to be ready to set up a small Zoom group for this prayer time.