

# Getting Started with UUCJ Online Service (4/5/20)

## Quick Links

- How do I join the worship service? ..... 1***
- Quick Tips..... 4***
  - What’s the URL? .....4
  - How early can I join the worship service? .....4
  - Who’s presenting and what’s the topic? .....4
  - I want to contact Rev. Denise Tracy with a question or concern about the sermon .....4
  - I don’t have a smartphone, tablet, computer, or laptop .....5
  - Can I set up beforehand?.....5
  - I missed the service or want to see it again .....5
  - How do I leave the service? .....5
  - It’s asking me to login to the worship service .....5
  - It’s asking me to login to Virtual Coffee Hour .....5
  - I need technical assistance .....5
  - Is there a coffee hour after service?.....5
  - I hear a loud howling or screeching when I joined with a second device .....6

## How do I join the worship service?

Click the [link for the service \(https://bit.ly/UUCJ-200405\)](https://bit.ly/UUCJ-200405) (NOTE this link is only valid for the 4/5/2020).

You should see a screen to “Watch the live event in Microsoft Teams”  
The easiest thing to do, especially if you haven’t logged into Microsoft Teams or Office from this device, is click “**Watch on the web instead**”.

Microsoft Teams

Join conversation

https://teams.microsoft.com/dl/launcher/launcher.htm

CLICK THIS

Watch the live event in Microsoft Teams

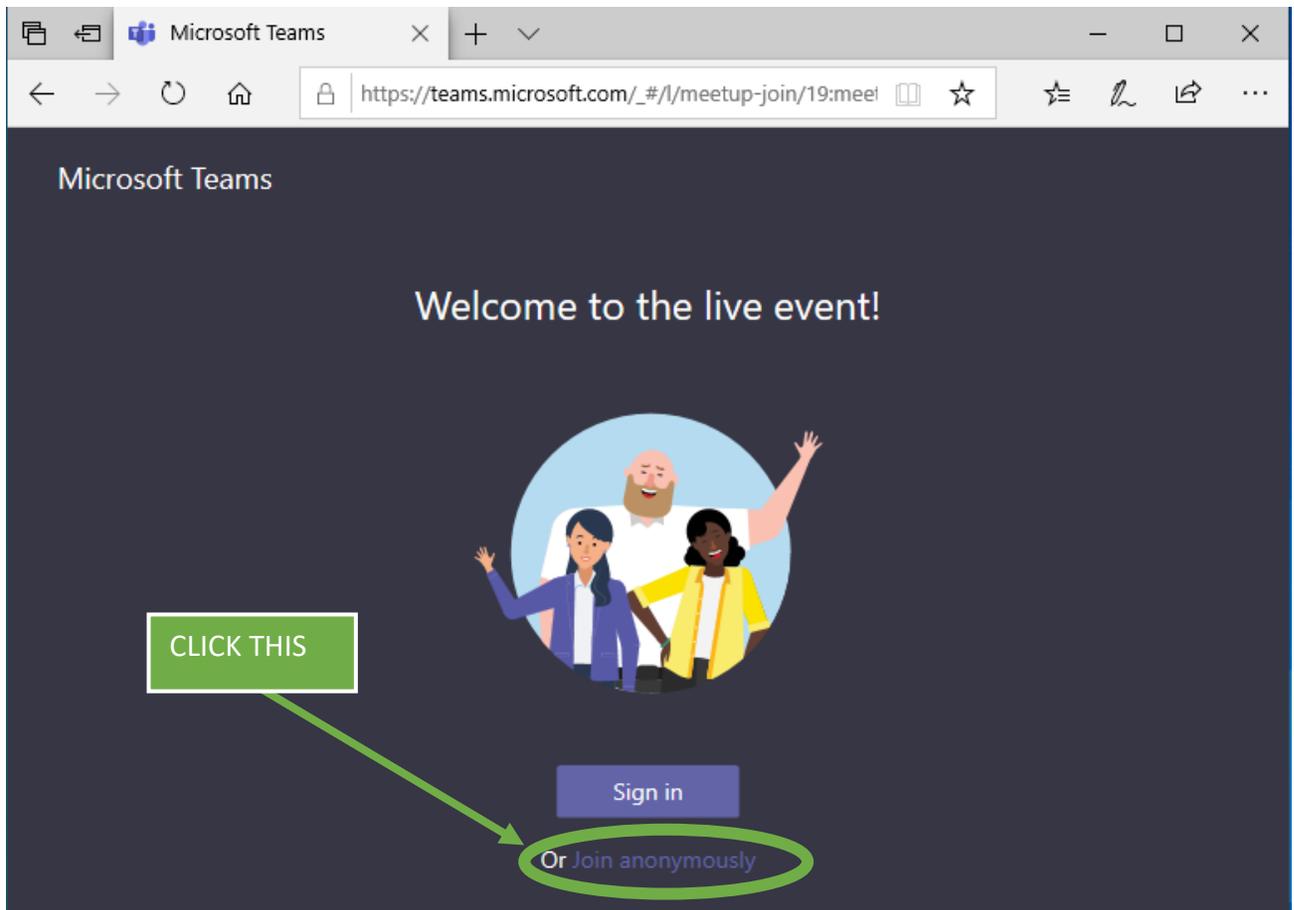
Download the Windows app

Watch on the web instead

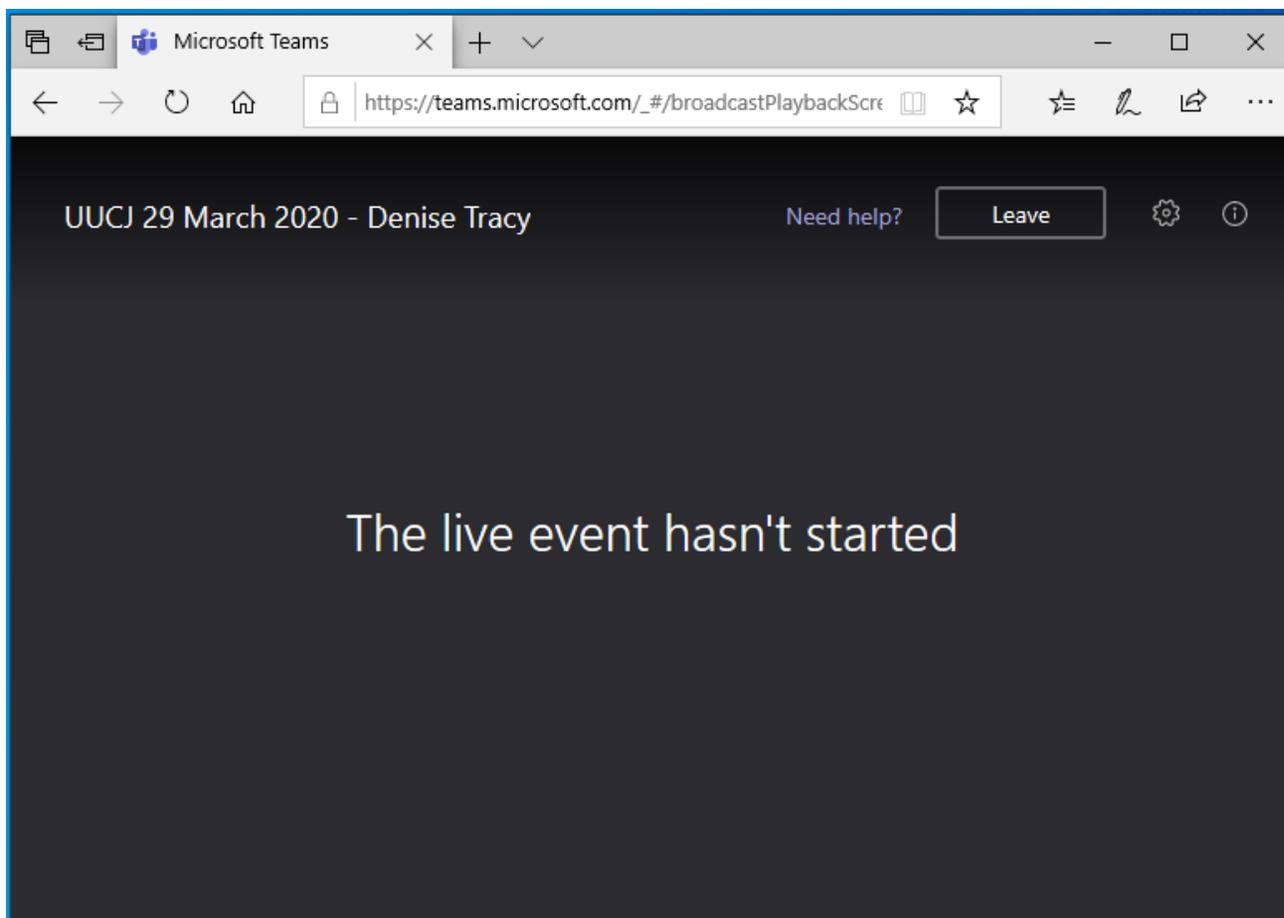
Already have the Teams app? [Launch it now](#)

[Third-Party Disclosures](#)

You'll get a "Welcome to the live event" screen. If you aren't sure about your Teams sign-in, just click "**Join anonymously**"



And you will see the event. If it hasn't started yet, it will say, you guessed it, "The live event hasn't started"



## Quick Tips

### What's the URL?

For 4/5/2020, the link is <https://bit.ly/UUCJ-200405>. For future services, we will disseminate it:

- on the website ([www.uujoliet.org](http://www.uujoliet.org))
- in the SCUUP that is emailed out to our mailing list and/or in a separate email blast
- On FaceBook (<https://www.facebook.com/pages/Universalist-Unitarian-Church-of-Joliet/148238013061>) (Like us!)

### How early can I join the worship service?

We expect to start the broadcast very early to give everyone a chance to get their equipment working. We expect to start broadcasting as early as 10:00 AM.

### Who's presenting and what's the topic?

For 4/5/2020 Rev. Denise Tracy is giving her second online service for us.

### I want to contact Rev. Denise Tracy with a question or concern about the sermon

To contact Denise after the sermon if you feel a need for support or conversation, you can email her at [dtracy@uujoliet.org](mailto:dtracy@uujoliet.org) or call her at (847) 431-8282.

I don't have a smartphone, tablet, computer, or laptop

**ONLY** if you can't get in with one of the other methods, use your phone to dial **+1 309-248-0704** and enter the Conference ID: **593 693 659#**. (Valid 4/5/2020 *only*)

***PLEASE NOTE** this is just like church, and we can hear what you and everyone around you says, so please **mute** your phone! If we hear background noise from you we will attempt to mute you and, if that doesn't work, will remove you so everyone else can hear.*

Can I set up beforehand?

**Yes**, and we encourage you to do so! Follow the link for the worship service, and you can click the button to **Download the Windows App** or **Download the Mac App**, as appropriate. On a mobile device (smartphone or tablet) you will be taken to the appropriate app store to download the application. The application is **free**.

I missed the service or want to see it again

The same link used to get into the service in the beginning will allow you to watch a recording of it! (We use a format of [bit.ly/UUCJ-YYMMDD](https://bit.ly/UUCJ-YYMMDD)). We also expect to be posting these on the website in an edited format in the near future.

04/05/2020 <https://bit.ly/UUCJ-200405>

03/29/2020 <https://bit.ly/UUCJ-200329>

How do I leave the service?

When done, you can click the "Leave" button in the upper right.

At the end of the service, it will terminate automatically.

It's asking me to login to the worship service

If you clicked the "Join Anonymously" link it shouldn't be doing this **for the church service**. In that case, you can exit the browser and restart, taking care to select "Join Anonymously."

It's asking me to login to Virtual Coffee Hour

For the virtual coffee hour, you may have a better experience if you do actually log in if you have a login. We believe that all members of committees already have a login created. If you don't know your password or are not a committee member, attempt to log in anonymously. See also "I need technical assistance" below.

The login is your **first initial** and **last name**, followed by [@uujoliet.org](mailto:@uujoliet.org).

E.g. George Washington, would have a login of [gWASHINGTON@uujoliet.org](mailto:gWASHINGTON@uujoliet.org). To be frank, we don't have all these kinks worked out yet, and that's a much longer answer than will fit here. We recommend you join anonymously and see "I need assistance" below. But it's going to take some time, so don't expect us to get you up and running Sunday morning at 10:15!

I need technical assistance

The "[Need help?](#)" link will take you to a Microsoft overview page, which has some useful tips on it. For logging in, send an email to [techhelp@uujoliet.org](mailto:techhelp@uujoliet.org). Include your name and a phone number where you can be reached.

Is there a coffee hour after service?

Join us for the [UUCJ Virtual Coffee Hour](#)! This is almost the same technology as for the service, but you'll be able to interact with the other congregants. We strongly

suggest you use the Teams software for this. See the section above on “Can I set up beforehand” and you should be set.

Use the link [above](#) to actually join. This works best from a smartphone, tablet, or computer with a microphone and speaker. If that fails, use your phone as a backup to go to [+1 309-248-0704](#) and enter the Conference ID: **292 540 970#**

[I hear a loud howling or screeching when I joined with a second device](#)

If you connect via a second device, make sure that you turn off all sound (both microphone and speaker) on one of them.