>>We love to know where people are joining us from, if you would take a moment and fill that out. Sible will go ahead and post in the chat our standard announcements. Today's webinar is eligible for credit in techniques and practice because this is our first one. We're excited to introduce you to our new framework which follows the curriculum for RAS 200. Before we get started, a couple of things. A couple of working sumes for our session today. First, Zoom is not sponsoring this session. They are not paying us any money. We're not particularly recommending Zoom over one platform or another. It's just one that we know a lot of people are using, ourselves included, so we're offering our own personal experience with Zoom to help you out as you navigate this online teaching adventure. Second, our perspective is most definitely American. So we know we have an audience that is broader than that, and I just want to recognize that we're just speaking from our own American experience. So we've got that lens on. For him, I want to also point out something that we probably won't be able to solve today, and that's the question of equity. Here in America we are still experiencing a pretty strong what we call digital divide, and that means that not everybody has access to the internet. We know that. We want to work on it, but we're not going to solve that problem today. I just want to call that out, that we have awareness that this is not a solution to everybody's issue in terms of yoga reaching more people. We'll show you what we know about how to make it work for you. With that said, we've got a great showing of people in the room. I think I'm going to go ahead and get started. I put together some slides for you. Yes, we will share the slides. Don't worry. We love it when you ask that question. The slides will be posted on your YA.org, along with the recording of this webinar. Here's our agenda for today. We're together for an hour. We'll do our best to answer as many of your questions as we can. We're going to show you a little bit about the 101, the basic of how you use Zoom for teaching yoga online. I'll talk to you about which Zoom account we recommend you buy, show you how to schedule sessions in Zoom, how to create templates. We're also going to talk about why Zoom is good and why it's not. Lauren will share some of her tips for improving the overall experience and then we'll also have Q & A. I'm already seeing some Q & A in the Q & A A. Oh, Carla is with us. Aloe Aloha, Carla. It's nice to see you.

LAUREN D'ANGELO: There are some questions about music in the Q & A, Tricia, which I think we'll get to.

MAYA BREUER: We'll definitely get to these. Super. Keep us honest if we don't get to these, feel free to revisit. Again, me, Patricia Anderson. I have my own company, Tricia media. I've produced digital events on Zoom webinar and other platforms. I'm also a CrossFit level 1 trainer. I have a precision nutrition certification for nutrition coaching. I am two thirds of the way through an online yoga teacher training program with LL studio, based in New York, and I have been practicing asana at least for 13-plus years. That's a bit of background about me and I'm going to let Lauren introduce herself.

LAUREN D'ANGELO: Thank you, Tricia. I'm Lauren D'Angelo. Since September I have been a marketing consultant with Yoga Alliance. I help to market the over 200 events that Tricia has helped produce, so honored and grateful to be part of the team. I also have my own brand, a
500 hour yoga teacher. I have a background and experience in marketing for major brands as a product manager. Some additional yoga cert certifications that I have includes SPA, a restorative yoga, prenatal, threatan meditation and ball rolling therapy. I currently regularly teach online, three classes online and then I've also been obviously producing part of these Zoom workshops with Yoga Alliance.

PATRICIA ANDERSON: SPA therapy has a trademark. I was in a rush when making these slides. Just in case for my trademark friends out there, and yes, I do have trademark friends, it's supposed tore a trademark. Just some number super basics when you're teaching online, must haves and nice to haves. You must have a reliable internet connection. Preferably you don't have others using that same internet connection for high-bandwidth operations. What does that mean? If you live in a house with teenagers, when you're teaching yoga, they need to not be on your internet is the bottom line, basically. If you have a spouse, a partner, a roommate who is also on a video conference at the same time, not good. Anybody who's trying to watch Disney-plus, Hulu, Netflix while you're teaching yoga, not good. Make sure when you are teaching for that hour, 90 minutes, whatever it is, you're the only person using your internet connection. You want to make sure you have adequate lighting. Before we get on every single one of our webinars we join 30 minutes ahead of time and go through all the things. We test the screen share, look at the lighting. I look at people's teeth to make sure they don't have lip stick on it. All these things, take a few minutes and make sure it looks good not for vanity's sake but so the people on the other side of the screen it see you. I recommend you use a desktop or laptop computer that has an integrated webcam and and is connected to a power source source. Zoom draws an incredible amount of power from your computer. You totally can use a mobile device, but it's not the same experience. You don't have access to all the same tools if you're using the mobile version of Zoom. You want to make sure you have permission to record and/or a waiver. You need to check with your own insurance provider about whether or not your insurance covers you if you're teaching on Zoom. I've heard different stories from different people. But also if you're planning to record this session, you need to make sure that you have permission from your students to capture their image and reuse it. We do make them aware that there is going to be a recording of the class. PATRICIA ANDERSON: Awesome. Then here's a list of things that are nice to have. It is nice to have some kind of external microphone, headphone combination combination. Lots of people use AirPods. There are all manner of bluetooth-enabled wireless devices you can wear in your ears while teaching. It's a nice to have. It's not a must have. A second device is really helpful. I'm practice teaching now and also in yoga teacher training, I use -- I'm pointing at my desktop like you can see it, but you can't. I have a desktop and also a tablet. When I am teaching or
taking class I use the desktop as the camera and and set up the tab tablet closer to my mat. It's also super helpful to have another person to help you manage all this stuff if you can. If that's possible, if that's available to you, take the help. Then there's also a whole slew of apps. I would call this Zoom 102, if you want to talk about apps for scheduling and payment and how you handle all of that. We'll We'll probably not get into that too much today, but there are tools to help you if you need that.

LAUREN D'ANGELO: There are a couple of questions that is came in that are worth addressing now, especially as you move on. One of our questions from Kitty came in. She's interested in how to project the gallery of my students on one screen, me as the speaker on the other screen. I think you addressed that potential opportunity.

PATRICIA ANDERSON: Yeah. The answer is to have a second device. That second device can also just be a screen in this case. I'd have to go looking for the settings, but it's probably under your video settings within the Zoom Client that allows you to project basically the gallery onto that other screen. It's a great suggestion.

LAUREN D'ANGELO: Kimberley is asking: Can I record just myself presenting a live class while I still view the grid so I can see my students?

PATRICIA ANDERSON: You sure can. We are going to get to that. In a moment. I'm so sorry to even do that, because it drives me crazy when people do that. But we'll answer that in just a minute journal dusty is asking: When it's recorded, are the students recorded?

PATRICIA ANDERSON: It depends on the settings, is the answer. We're going to get to that, I promise. Thanks, Lauren. Again, Zoom 101, super basic. Which Zoom do you buy? As you can see, I do not do these slides every day of my life. Number one thing you have to do is pay for Zoom. Again, I gave you my equity dis disclaimer at the top of the thing. I get it. It costs money. It's not really going to work if you use the free version. Will it work? Yes. Are you going to enjoy it? Probably not. Here's the number one reason: You can only host 40-minute meetings on free Zoom. So if you're able, I highly recommend go ahead and invest the $15 a month and get at least the pro pro-level plan. Your pro-level plan will give you most of what you need. Lauren asked this great question: Do I need more than pro before we join? I would say if you're operating a studio or you have a cohort of teachers, you might want to look into the next level up, the business level, because once you start adding additional hosts to your pro account, you'll probably spend 20 bucks a month anyway. I'm going to guess and say most of you probably don't need the enterprise level. You want pro or business. I'm going to pause. I've got some videos that you made for you all. Once you have a Zoom account, the next thing you need to do is set up your Zoom account. Here's a little video on how to set up a Zoom meeting in your Zoom account. This video is about 4 minutes, 38 seconds. If you really like it, Cybil -- (video plays) This is your Zoom account dashboard. You have profile, meetings, webinars, recordings and settings. Come to settings. When you adjust the settings here, it will apply to every meeting that you schedule. we want to recommend that you go ahead and use the waiting room feature. Make sure that is turned on. There's also this nice option to customize your waiting room and that allows you to tell people specific things you want them to see on the screen while they're in the waiting room. If you have a logo you can add that here. When people are in the waiting room they can't see or hear anything besides this screen. So it's worth taking a few minutes to get this set up so that your students know what to expect. You may also want to use a pass code. If you want to use a pass code, you can turn it on here here. Then scroll down. Most of the rest of this you can ignore. When it comes to schedule meeting, we recommend you start the meeting with the host video on and that participants' video off. You want to make sure you check telephone and computer audio so your students have the option to call in. You do not want join before host because you're using the waiting room. Scroll down. You can also mute
people upon entry if you want. Some people might find this confusing, so I'll let that to you to decide if you want to use or not. When you're in the meeting you want to turn the chat on. You also have the ability to adjust that while you're in the meeting if you want to. And I would recommend that you keep auto saving off and also don't allow participants to save the chat unless you know everybody and you want to make -- it's just a nice way to protect the information that goes in there. Feedback to Zoom goes directly to Zoom. Display an end of meeting experience survey. That is not really about how your class went but whether or not Zoom went well, so I don't recommend using it. You definitely want to have the option to make somebody a co-host. Keep that on. You could use the poll if you want. And there's just a few other things, screen sharing you probably are not going to need, but you can have it on if you like. And everything else below this you're probably not going to need for a basic yoga class.

We're going to scroll back up here and come to meetings. If you want to set up a class you're going to click this button schedule a new meeting. This topic is where you'll say, let's say we're going to go teach yoga Nidra Nidra, 60-minute practice to help you sleep. It's going to be tonight at 7 pm. It's going to be an hour. We're going to have it in the Eastern Time zone. This is the time zone where you are hosting the meeting. You may or may not want to require registration. You want to automatically generate a meeting ID so that it's different every time. Pass code, you can personalize yoga Nidra, 8. 3. 2020. Make sure the waiting room is on. You want both option options for video. Once again here you can check again if you want to record the meeting. You can mute participants upon entry and enable join before host. You don't need to fill out anything for alternative hosts. Go ahead and click save. And you have a meeting scheduled. This link that you see right here is what your students need to join your Zoom class. So you can go ahead and copy it here. It comes up this way. You can just copy and paste this text. And then I also recommend saving this meeting as a template. If you do this class weekly or if you want to save these settings, go ahead and save this meeting as a template. You can call it whatever you want. The next time you want to do a class that has all these same settings, it will be right here under meeting templates.

So I did get a couple of messages that that maybe was not the clearest video. So thanks, everybody, for your patience with that. Then I also saw in the Q & A somebody was asking about whether or not it's worth your time to watch the the Zoom videos about how to zoom. There is one that I recommend. That is this one here. The link will be posted in the chat. The thing is, Zoom only will have a human help you if you're paying more than the 14.99 a month. You end up having to dig through a bunch of their files and videos and whatnot to get answers. Just recommend if you need help, you can reach out to people who are already doing this, you can check out this video, which goes over the -- a lot of things I just shared in that recording. I have another one of those videos, but tins it didn't work so great, I'm going to not do that and I'll go back to my PowerPoint. Sorry, I'm jumping all over the place here.

LAUREN D'ANGELO: Tricia, do you want me to read some questions?

PATRICIA ANDERSON: Sure. Let's do that.

LAUREN D'ANGELO: OK. One question is: If Zoom classes recordable, then how to access if you're a student.

PATRICIA ANDERSON: Great question. First let me back up and answer the question about do you record the video and not have everybody see it. There's an option in Zoom meetings. You can either pin a video or you can spotlight a video. The pinning of a video, it basically happens only on the local device. So everybody's in the meeting, you hover over the teacher teacher's window, there are three blue dots and you can pin that video. Then when you're teaching a class, for example, the gallery is still up on the screen but really the big picture is just you. If you want only to have your video show on the recording, what you want to do is spotlight your video.
So the spotlight actually makes it go external, so you’re now controlling what everybody else gets to see and how they see it. That’s the difference between pinning and spot lighting. Pinning is -- think about it as you’re putting a pin on for yourself, just for you on your screen, whereas the spotlight is you’re showing everybody, whoo-hoo! here I am. What happens is you have two options for recording on Zoom. You can either record to the cloud and the cloud storage is tied to how much money you pay Zoom, or you can record it to your local device. What you want to do then is Zoom will then supply you with a link that you can share and people can watch. I don’t recommend that you send out that link. You’ll see if you watch this video, Zoom is like isn’t this great, you share this link with everybody. What they don’t tell you is that link also allows anybody with that link to download the native video file. Then you’ve given away your teaching video to pretty much everybody who has that link. What I would recommend instead is use a video service like Vimeo or YouTube, set yourself up a channel, and put your videos, if you want to make them available to your students afterwards, put them up on a YouTube or Vimeo channel that’s password protected.

LAUREN D’ANGELO: Thank you. Gallia asked: Does recording slow the connection?

PATRICIA ANDERSON: It shouldn’t, but it depends again on how many other things are pulling on your bandwidth and whether or not you’re recording to your local device or to the cloud.

LAUREN D’ANGELO: A number of you are asking about which apps do you recommend for scheduling and payment? With regard to scheduling, I think Tricia you showed already the registration. When you do actually send out the link for -- as Tricia had shown, the yoga Nidra Nidra, they will get a registration confirmation. That’s how you can use registration. With regard to payment, there are many different options. Venmo is one, PayPal. That will definitely take some reconciling because they don’t necessarily talk to each other. Depending on how many students you have signed up and register for your class, you’ll also have to make sure you’ve received that payment as well.

PATRICIA ANDERSON: Yes. If you go to marketplace.zoom.us. You can -- there are tons, pages upon pages of apps. There’s one that integrates with my body online, with your Google calendar. Go under the scheduling and it will show you all the apps that integrated with Zoom. What I recommend very strongly is that you use something that you’re already using, particularly if this is new to you. You want to limit the number of variables of things you’re trying to figure out. It works just fine for you to copy that link and send it in an email to somebody and say: Here, join me on this Zoom. If you use calendar invitations, that’s what I’ve been doing. I just copy the link and put it in a calendar invitation. You can get more advanced than that and there are other platforms too that have all in one solutions. But if you’re using Zoom, just use it in a way that works for you. Lauren, we’re at 12:25. Do you want to run me through more of the Zoom-related questions and then I’m going to give it over to you for a little bit.

LAUREN D’ANGELO: Sure, yeah. There are many questions about music. I was planning on addressing that. For those of you that asked about music, just hold on. I promise we will be addressing that. When Roxanne is asking specifically about equipment, technology. Do you have any equipment recommendations? I teach Vinyasa, hatha, restorative and meditation. Specifically with regard to microphone or camera, are there specific brand names that you would recommend for those?

PATRICIA ANDERSON: Roxanne, to be very honest, right now I’m just using the device that I have, which is an HP all in one desktop. I assume you all can hear me. I’m planning, when I graduate and have a credential, to upgrade to some other things, like a ring light device that has a tripod and holds your phone and all those things, and probably some ear pods. I haven’t done that yet. Quite honestly, it’s worked out fine. I see a degree Jill: How do you place your
computer so you can be seen? You have to play around. Get yourself some books and other things so you can raise or lower your device. Get yourself a good friend like Lauren who’s willing to sign into your Zoom and tell you yes, I can see you, no, I can’t. If I move out of the way, you can see my blank wall, but if I will tilt my computer down you can probably see a bit of the floor. You just have to play around with it. I’m going to try this name Shabata wants to know about registration. There is a registration opposite within Zoom. That’s another way to get people to sign up for your classes. What Lauren was saying about Venmo and PayPal, that's where it's useful to use the waiting room and have an extra set of hands. You can give that list of people who have paid to your friend who's operating the waiting room and that's how you know who to let it and gives you security.

LAUREN D’ANGELO: A question about saving the set settings. For privacy purposes, some people have had their groups hacked into.

PATRICIA ANDERSON: Justine, this is a great question, one of the private member reasons I strongly recommend you use a waiting room and also that you use an individual unique meeting ID for every week. Even if you have a class that's every week, it's better for you to have a fresh meeting ID for every class session. I'm actually guilty of this, but I'm only teaching my friends and family at the moment. Rather than have the same meeting ID every week, because that can easily get out. Use the waiting room. If you want extra security security, use the password and then also create a unique meeting ID for every class.

LAUREN D’ANGELO: Liz is asking: When I do a one on one yoga session I like to share the video with the student afterwards, so I pin my video and record it, but since we are talking back and forth during the session the video doesn't stay pinned when the students talk but when I mute my students. Is there a way to show me instructing while allows us to talk back and forth.

PATRICIA ANDERSON: Yes. Use spotlight instead.

LAUREN D’ANGELO: You can set the Zoom recording, share constraint to not be downloadable.

PATRICIA ANDERSON: You can. Yes, that is true. You are right.

LAUREN D’ANGELO: If I spotlight my video, will participants still be able to view the gallery mode and see others? Liz is asking.

PATRICIA ANDERSON: I think so, Liz. I think it just impacts the end recording.

LAUREN D’ANGELO: Elaine: Is Zoom really the best or better meeting group software? Every time I use Zoom either as a participant or instructor, the connection is unstable. It cuts in and out.

PATRICIA ANDERSON: No, not the best, just the most popular. If there’s something you're more comfortable with, there are tons of them out there. Honestly, actually, I meant to say this at the top of the webinar. We had a session last week on teaching online and there were lots of questions about Zoom specifically and somebody said: You need to just do a Zoom webinar. So here we are. A little word to the wise. We listen to you. Like I said, Zoom is the one we know how to use. It’s affordable for most people, pretty reliable. There are other options out there, people teaching on Instagram TV, Facebook Live, probably Google Hangouts. As I said, there’s even custom platforms coming out simply for yoga teaching. There are tons of options out there. We just know lots of people are using Zoom and we know how to use it.

LAUREN D’ANGELO: Mary is asking for that marketplace Zoom link that you talked about.

PATRICIA ANDERSON: Market place.zoom.us.

LAUREN D’ANGELO: OK. And then Mary is asking to clarify pin and spotlight again, please.

PATRICIA ANDERSON: Pin, like you’re going to put a pin on yourself, so that just impacts your local screen. Spotlight goes out to the whole audience, meaning that you’re telling the audience how they’re going to see the screen.
LAUREN D’ANGELO: One more here, Tricia, that I think is important. Tam raw is asking how to create a virtual background.

PATRICIA ANDERSON: Don't create a virtual background, Tamara. This is on one of my slides that I didn't get to. The virtual backgrounds are super fun, but it's basically a disaster for teaching. Can I give you a demo? I'll give you a quick demo. I'm going to go to go to San Francisco. It slows down your bandwidth. I'm going to start moving. Here I am in warrior 2 and you can't see my arms because they're disappearing. I discourage the use of virtual backgrounds when you're teaching. There is a way around it. It's having a green screen. It seems complicated. I can see how you might need it, and if you need it that's the answer, to invest in a green screen so your body parts don't disappear and you don't pixilate horribly. Joist made a great point. Lindsay, I cannot show you an example of spot lighting because we are on a different platform. We are using Zoom webinar and not Zoom meetings. Get yourself a friend and try it out. If my email is open when in a Zoom session it will pop up and minimize the Zoom screen. Why? Because your email is open. I suggest Rita, please close your email and as many other devices as you can. Jeweledy: Where do you find pin and spotlight spotlight? Great question. If you hover over your own picture on the screen, in the upper right-hand corner there are three dots. This little box is amazing. It has many very useful things. My favorite one is hide self view. That puts you away and helps reduce Zoom fatigue because you're not staring at yourself and wondering if you need to fix your hair. Also there is where you find pin video and spotlight video. Kerry: The best way to share a recorded session is to download the recording and put it on your own platform, your own YouTube channel, Vimeo channel. My phone rings and disconnects my Zoom meeting. Judy, put your phone on do not disturb, please. Lauren, I've talked a lot.

LAUREN D'ANGELO: Alright.

PATRICIA ANDERSON: We'll come back to more of these questions, but, Lauren, do you want the slide or do you want to just talk?

LAUREN D'ANGELO: I'd love the slide, please.

PATRICIA ANDERSON: In case this didn't become immediately obvious to you, Lauren has been teaching for many, many years and she has been teaching online for many, many months. So she has a lot of really great suggestions specific to teaching. Ironically, I am learning to teach basically teaching online. So I think about this a lot, how most teachers have to sort of convert their experience, whereas this is really the only experience I know, which is teaching online.

LAUREN D'ANGELO: Thank you, Tricia. It's true. If you were used to showing up at a studio and greeting your students face to face or greeting the students that showed up face to face, it was certainly a shift if you have been teaching virtually during this time or digitally during this time. One of the things that I implemented right away back in March was to really hold the space. Tricia mentioned have somebody who can help you. There is a really large importance in allowing yourself time to set the space up. If you have the ability to have a rehearsal prior to teaching, I highly recommend it. If there's a student that shows up religiously to your classes and is somebody who's consistently there that you can reach out to and say, hey, as a favor, can you help me set my space up? And really hold that rehearsal where you're making sure your mat is visible, that your entire physical body is visible. So if you are standing up, it's not just your head down to the toes, but also if you reach up completely. Get as much of your fingertips in as you possibly can. Tricia mentioned finding a way to elevate your computer, if possible, or whatever device it is you're using, so that way the view and the camera is getting your entire body. Really important to set that space up. I like to try to arrive early, meaning that as my students are arriving or as the students are arriving to take the class, I'm able to hold space,
greet them by name, ask them how they're doing. I've found that during this time in particular it's important to do the check-in, almost act as if you were in a physical space with your students, so the way you would if you were in a studio or wherever it was you were teaching, just as you would greet your students face to face physically, see if you can allow yourself time to do that prior to class digitally.

PATRICIA ANDERSON: To apply what we have already said, if you are -- let's say your class is at noon. You're going to start your meeting at 11:30. Then you'll do your little run-through, check to make sure everything's working. At 11:45 is maybe when you would start letting people in from the waiting room. If you're using the waiting room, somebody has to let people into the meeting so you can actually see them.

LAUREN D'ANGELO: Yes. Thank you, Tricia. So again holding that space. I like to try to allot my calendar, if the class is going to be an hour, an hour and a half, as Tricia just mentioned. So you spend time making sure. By the way, once you do this a few times, you do start to really understand where to place your device so that you can capture the entire body. So allow yourself that time, but just know that it does get easier the more consistent you do it. That's number one. Number two, tell students that show up what to expect. Let them know that, yes, this session it going to be recorded. Give them tips on how to set their mats up. Try to imagine yourself specifically in the physical space. Tell them to set their mats up so that they're facing towards the device they're using. That way, if they look up to see you, as the teacher, it would be just like they were in a studio space. Give them that tip to make it easier for them. If they set the mat up the long way, they have to crook their neck a little bit to take a look at the device. So if they're able to, if space allows, really recommend that they set their mat up looking towards the device. Again, let them know that it will be recorded. The other thing that I have the luck to have somebody who helps me with this on a regular basis, but if you do have somebody, like a wonderful Tricia, that helps you produce your classes, tell them that they don't have to worry about the mute and unmute. Mute them at the start of the class, so that way they can just get on their mats and get settled. This is a much easier way to begin class. Usually what I like to do is, pointer number 5, is begin with some breath work. I'll give them all the tips, let them know what to expect and then I'll ask students to find a comfortable seat and to tune into their breath. That's the cue for the person that's helping me with the class to mute everybody, and I'll unmute myself. It's during that first few breaths that the students take. Tricia, I don't know if you want to add anything.

PATRICIA ANDERSON: Props.

LAUREN D'ANGELO: Yes, props. That's the other thing. I ask my students, if you're going to need any props at the start of the class, let them know. That way they're not trying to find those props in the middle of the class, just like they would set up their mat at the start of the class if you were physically in the space, have them grab their props. I like to tell them to set themselves up in a room where they can focus best, where it is quiet, where maybe there isn't a lot of clutter. Don't set up in the room where you know you need to organize and clean, because that's going to really prevent you from being able to settle into the space.

PATRICIA ANDERSON: Or in my case, just start totally redeck translating room.

LAUREN D'ANGELO: Yes, I know. That's how you can help your students create the space because it is getting increasingly difficult. It's tough sometimes to constantly practice from home or wherever it is that you might be. So really giving them those pointers. Another piece of feedback that I hear a lot with the community of teachers that have been focusing and shifting to moving online: What is the mix between demo demoing demo and also watching your students? If you're physically in the space and your students are in front of you you're less likely to demo. From my personal experience I have found myself demoing a whole lot more digitally.
This has silver linings in it like crazy. I definitely have had students reach out to me and say: I really wasn't comfortable coming into a yoga space because I didn't know the poses and the moves. And now that I can do this from home and I get to watch you demo I feel so much more comfortable. I can't wait to actually walk into a studio.

So it is going to be a little bit more of a mix, heavier on the demo side is what I would suggest. Then I would also tell you to connect with your students as much as you can. It is digital, it is different than we've ever done it before. So when you are able to take a look up at your screen and take a pause, whatever that pose might be, maybe it's a seated forward fold, maybe it's while they're in bridge, maybe it's a spinal twist, there are certain poses you'll find the more you do this the better you're able to pick up your head and take a look. When you see the students are taking the pose, say good job, that same encouragement, yes, you're there, yes, I see you. There are those cues you can use to encourage your students to say: I am there, I've got this. That mix is difficult to find, but just know that maybe focusing a bit more on the demo side will help you find that right mix.

Music, another big one. I know there are a lot of questions in the Q & A on music music. Tricia and I made sure we both were aligned on this and we both gave our feedback. The way we have found that it works the best is to create a Spotify play list, take the Spotify link and actually include it in an email that you send out to your students. There is a bit of a cadence that I would recommend when your students sign up for your class digitally. Be sure that they have the registration link. Maybe send it out to them 8 or 24 hours before. And then ensure that you send another one out about five minutes before the actual class. It's really easy these days for emails to get lost, and it also takes the stress off the student fumbling through their inbox to try to find that link so they can arrive on time. Take that pressure off, take that anxiety away, send it out five minutes before so it's at the top of the inbox.

PATRICIA ANDERSON: That was super great, Lauren. I'm going to continue. I'm on a small personal mission to continue to find out more about this whole music situation. Because somebody popped in right at the beginning, Zoom meetings are made for a video conference, so it automatically picks up on people's sounds. You can share your computer sound, but then it becomes hard to hear you. So this workaround is the best one that I've seen so far, but I'm thinking there might be more workarounds too. The bonus is, this question always comes up -- if you're sharing a Spotify play list, then you are not actually broadcasting that music through your video and you don't run into music licensing issues. Silver linings all around.

LAUREN D'ANGELO: I see that. I'm going to start at the top. There's a question about: I want to be able to market my individual classes and my group workplace. I would suggest that you use social media as an outlet at this time if you have social media. Definitely the best way. Maybe one of the things we'll consider doing in the future is how to create marketing collateral for social media.

PATRICIA ANDERSON: It's on my list of things we need to present sessions about.

LAUREN D'ANGELO: Real quick without diverting too much, I would highly recommend you check out Canva. It's easier, and definitely a great way for you to create something that doesn't take a lot of time and get it out on social media so that Justine you can let your students know specifically what it is that you want to offer, because it looks like a wonderful offering. Natalie: When you're teaching, do you allow your students to chat? Only at the beginning. The chat function where you actually type, no. But then there is conversation before class starts. Again, my personal experience, I do believe this is very important. Keep in mind that students arrive and sometimes this class is really the only connection they have. So maybe allowing a couple of minutes for them to talk to each other and even to converse with you. That is something that I
would recommend.

PATRICIA ANDERSON: What I have been doing so far, two pieces of information. One, if you're using gallery view, you can see up to 14 boxes on one screen. There is a thing where, if you have a bigger screen, you can see more. But again, that's Zoom 102, not Zoom 101. What I've been doing -- so the classes I've been practice teaching, like I said, it's my friends and family. Basically what I do is I try to do some demos at the begin to introduce them to poses and more importantly modifications for poses and how to use props. Then in between almost every segment of class, I pause, I come to the screen, I say: OK, how are you doing? Any questions? That's been working out OK. It's not as smooth as you would experience nee yoga studio, but it is very beginner friendly. There you go. Then, Justine, I am the only one working the device with no assistant. What I have been doing, and again I'm new at this, but I let people know what's going on. If you have a second device, that helps a lot because then you don't have to run back and forth between the two things. That's my answer to that.

LAUREN D'ANGELO: Gina asked an important question: How do you set your mat up as a teacher? I've seen people do a cross pattern so you can face both directions. I set my mat up the long way, so not the same way that I tell my students to set it up. I ask the students to face towards the device. Length-wise is what I have found. To your point, Gina, and if you are demoing and you're facing this way, I do actually turn. If it's just reaching up, I make sure I turn my body. If I'm coming into tree pose, eagle pose, anything where you're at the top of the mat, I do face towards the camera. So that is a bit different than the way you would potentially do it if you were in the classroom.

PATRICIA ANDERSON: There's a question about how do you let people in from the waiting room. What happens is you get a notification every time someone comes in. On all Zoom platforms, there's something at the bottom that's called participants. If you click on that, it gives you a bunch of options in terms of muting people, turning their videos on and off, letting them into the waiting room, out of the waiting room.

LAUREN D'ANGELO: Kelly: Anyone new to yoga as you would null a studio? Yes, thank you for saying that. Absolutely. Definitely, like I said, start from the beginning of what to expect. If they are newer to yoga yoga. There are many people who are finding their way onto their mat during this time. Making sure they're aware it's a safe space, it's time for them, and allow allowing them to connect with themselves.

PATRICIA ANDERSON: Lauren, we have ten minutes. Do you want to take it from the top all the way to the bottom, trade off?

LAUREN D'ANGELO: Sure. Did we answer the first one?

PATRICIA ANDERSON: No. She wants us to do a session on how to set up PayPal or Venmo. I'll make myself a note. I'm not sure that I'm the greatest expert, but sure.

LAUREN D'ANGELO: As an RYT 200 hour, do I have insurance that covers an online teaching or is a simple waiver enough? You talk to your insurance company. So I would highly recommend that you reach out to your insurance company and just ask them, hey, I have yoga insurance through; does it also cover teaching online? See what they say. But then in addition to that, I would recommend that there is some sort of waiver that you do have your students sign prior to. And your insurance company can help you with that language as well.

PATRICIA ANDERSON: We have hosted a couple of events with Alliant, who I think they offer member perks insurance or something like that. I'm not going to get all the words right. But you can check in with them too.

LAUREN D'ANGELO: Mayor I don't knowet. Why does my music stop when I put on my Apple AirPods? Your apple AirPods automatically connect. The sound will go through your air pod, so it will stop the music and instead it will stream through your headphones. You'll be able to hear
the music but your students won't be able to.

PATRICIA ANDERSON: Yes, please. Heather, we haven't met, but I am a straight shooter and here is the answer to your question. Is YA considering reaching out to Zoom about discounts? We have already done that. The reality is it takes a really, really, really long time to get anybody from Zoom to answer your questions. They are understandably overwhelmed. So unfortunately that is not an option at the moment. Since you brought it up, we will ask again. Thank you for asking, because it's a perfectly reasonable question.

LAUREN D'ANGELO: Sue says: I use Vagaru. I've never heard of it, booking software and they integrate with Zoom.

PATRICIA ANDERSON: Thank you authorize that recommendation.

LAUREN D'ANGELO: How can you do a side by side, show yourself and maybe show a PowerPoint screen?

PATRICIA ANDERSON: You are going to play around with the view. If you do a screen share, it should show the person who is talking and the screen, not equally, though. I think it will always minimize the speaker. I'll have to investigate that. There might be some more details about that. Lauren, this question is specifically for you: Eileen is in competition with you to be the queen of cues.

LAUREN D'ANGELO: Yes, Eileen. You are after my own heart here. I do believe, and Tricia and I are working on more to come with regard to cueing, because I believe it's such an important part of being a yoga teacher. I do agree with you that if you have the right cues to get your students in the posture, you will be able to watch your students, which is a lot about correct alignment, correct form, really having your students feel the pose. So I love that you said that. Thank you.

PATRICIA ANDERSON: Stay tuned, because Lauren is planning a workshop just on that. I can't remember if she committed to doing it in August or September, but it's coming.

LAUREN D'ANGELO: Best software to edit video?

PATRICIA ANDERSON: Software that makes the most sense to you, Joyce. That is my answer. It depends on your device. There's editing software on most devices. Apple people -- I only have an iPhone. I'm not a Mac user. It's very easy to use. There's native video editing software on my PC and that works OK too.

LAUREN D'ANGELO: DJ: How does enable original sound work?

PATRICIA ANDERSON: I don't know, to be honest. But I will find out.

LAUREN D'ANGELO: I invested in a new laptop with an HDMI port and connect to a TV screen to see my students large.

PATRICIA ANDERSON: Yeah, Mary. There you go. That's the two devices option. Great idea.

LAUREN D'ANGELO: Don asks: Can you only record with the paid version of Zoom or can you record with the free version?

PATRICIA ANDERSON: I'm not a hundred per cent sure, Don. I'm going to say probably you have to pay for it, but I don't know for sure.

LAUREN D'ANGELO: Yeah, I think you do need to.

PATRICIA ANDERSON: Stephanie, thanks for the recommendation to Canva.

LAUREN D'ANGELO: Natalie: I'd love to know more about how to include music in my class. If you have Spotify, another app, you can great a create a link on Spotify and copy and share the link with your students.

PATRICIA ANDERSON: Carla, how we're switching back and forth and keeping the document on the screen. It's a good question, Carla. This feeds into this whole question about music too. Zoom is automatically set up to pick up sound. I'm talking, Lauren is talking. That's why you can't have more than one person talk at a time. That's what's going on. We just know each other
well enough to know when to pause when the other one wants to talk. Funnyily enough, Lauren and I have never met in person. We've worked together almost every day since March 17 and we've only worked together on Zoom or on the phone or on chat or whatever. We just have gotten to know how to work together. Cybill is telling us we have five minutes left. Lauren will be off the rest of the week. I will stick around and make sure to answer your questions. If you spotlight your video are you able to see your students? I think so. I'm pretty sure yes.

LAUREN D'ANGELO: Stephanie Michelle bring up a good point. Michelle mentioned I usually play the music from my phone and do the Zoom class. Yes, you'll be able to hear the music while you're actually teaching. But then Stephanie just mentioned be careful about could you get violations you do that. Just consider sending the link separately so the students can decide. During this time, some students may choose that they want quiet in their practice and not music. So that option is there as well.

PATRICIA ANDERSON: A great question: If you have to edit the recording so that people can't see you setting up. Here's another endorsement for the waiting room. I'm pretty sure if you're using a waiting room -- first of all, if you're using a waiting room, I don't think the recording starts until the whole thing starts. You also get to decide when the recording starts. In your settings, make sure the recording doesn't begin automatically. Then you have to remember to turn it on, but you won't have to edit out the part you don't want at the beginning. Stephanie: The maximum number of students in the class is determined by your Zoom license. The pro license allows you to have up to 100 people. I don't actually recommend that that. Like I said, I think your sweet spot is probably 14 because that's how many you can see on the screen at a time. If you want more than that, go for it, but you'll have to scroll through the screens to see everyone.

LAUREN D'ANGELO: How do you mute everyone?

PATRICIA ANDERSON: In participants. If you pull up participants when you're in the meeting, you'll see the magic of Zoom is behind these three dots. If you can't find something and you think surely this is a feature, hover around until you see three dots and that will almost certainly show you the things that you can't find.

LAUREN D'ANGELO: Where to find the setting to not allow the recorded limping to be downloaded.

PATRICIA ANDERSON: Mona, in your settings on your Zoom account online. Most of the settings for -- I skipped over this and I apologize. Most of the set settings for zoom are actually in your Zoom account at the Zoom.us website. You'll find some settings on the desktop application, but most of those kinds of set settings you'll find in your Zoom account.

LAUREN D'ANGELO: Justine: If someone is not on time, that will teach him about being on time. It's not your fault that you are teaching and can't submit them into the class. Yes, very good point.

PATRICIA ANDERSON: Also to Lauren's point, just be transparent with people and let them know what to expect. If you're communicating with them ahead of time, say this is the situation. If you're not here when this thing starts, I'm not going to be able to let you in. Really sorry. You can catch the video on my YouTube channel. You have to be transparent and set up the expectations with your students. So if you're teaching a regular group of people who know you, you can flat-out say to them: I'm going to give you verbal cues. If you rather I not, just the same way you would in the studio, give me a signal. It doesn't have to be a visual signal. They can send you a private message in the chat. Those are some ways around that if you want to still give cues to people.

LAUREN D'ANGELO: I love that. That's a really good suggestion.

PATRICIA ANDERSON: Thank you. Anne, yes, provide your own music. My sister the other day is like I need the relaxing music that comes with yoga. I was like OK OK, fine, I'll work on a play
LAUREN D'ANGELO: Valerie: Can you briefly cover the steps to share the screen with a document or video.

PATRICIA ANDERSON: You need to make sure you have those settings turned on in your account. At the bottom of your screen there's a green button that says share screen. You click on it and pick the thing you want to share and you're showing it to people.

LAUREN D'ANGELO: Michael: Is there a way to unmute students after you have hit the mute all button?

PATRICIA ANDERSON: Yeah. Participants, three dots. It will show you.

LAUREN D'ANGELO: Mona: What is Zoom webinar you are using this now? Would it be an additional upgrade or account?

PATRICIA ANDERSON: Zoom webinar is an additional feature. It costs more dollars. I don't remember how many more dollars. As I like to explain to people, it's a broadcast platform. It lets the audience see and hear you, but you, as you all know, I can't see you you. I can't hear you. There's a longer story about how I could make you seen and heard, but that's a whole other thing. Zoom webinar is pretty good. With the plugs all the time. If you come to our master class on Friday, you'll get to experience what it's like to be taught yoga via Zoom webinar.

LAUREN D'ANGELO: Lori asks an important question: The studio I teach for encouraged digital classes at the beginning for students to mute that your screens. Any suggestions to get my students comfortable with sharing their screens? Ask them to. Again just to make sure we're super clear. So muting your voice is different than muting your screen. You can choose to show or not show your screen, just like you can choose to be heard or not heard. I would suggest putting out there at the start of every class, if you choose to share your screen, it helps build community, we can see each other's faces, when we're practicing I'm better able to see your form.. That's something you want, it is a benefit of taking class. Please share your screen. Want to add to that, Tricia?

PATRICIA ANDERSON: No. I'm going to leave that where it is, because we're already over time. Joy, we're going to skip over this microphone question. I think we have to do a whole other session on microphones. How do you share your cured computer audio? You go down to the microphone, there's an up arrow next to it and it says audio settings. That is how you share your computer audio.

LAUREN D'ANGELO: A couple of people were asking about the Spotify link. Yes, you can share the Spotify link in the chat, absolutely. And with regard to participants starting their music a different time, that's fine. They're muted. You won't be able to hear it anyway. I do tend to make my Spotify list slightly longer during this time so that way they can turn the music on prior to getting settled, versus having to turn it on and after we take a few breaths or after the first pose. They don't have the benefit of having the teacher turn it on right now. They're on their own. Maybe consider adding one extra song so they can start their play list and then get into their first pose.

PATRICIA ANDERSON: The other thing the studio where I'm taking my class, those teachers all do a countdown. I'm going to start the play list in 3, 2, 1, go. I've seen a couple studios do that.

LAUREN D'ANGELO: Is there a way to pin your dis disclaimer at the top of the chat box?

PATRICIA ANDERSON: Not that I'm aware of. But you certainly can post it in there and it doesn't go away. People will just have to scroll through it.

LAUREN D'ANGELO: Is there an option to unmute all students as they come to seated position after she have Shevasan Shevasana.?

PATRICIA ANDERSON: There is, although I don't recommend group chanting simply because it really messes with the sound on Zoom. We've tried it a few times in my yoga teacher training
cohort. I think because we all would really like that amazing sensation of being in a room full of people chanting Oh Ohm. My experience thus far is that is not the sensation you get. Clarify: If we play music we've . . . Jacquelyn, hi. Thanks for coming to so many sessions. You don't have a license to broadcast the music that you have paid for and purchased online. You have a license to use it for yourself. One of my other clients is a podcaster, so I know more about this than the average person. You will get into some challenges if that video then has a life on its own on the internet someplace else, because you're violating your license to use the music. There's a longer story to that, but don't do it, particularly on Facebook. Facebook is very vigilant about music licensing.

LAUREN D'ANGELO: Natalie asks: About Spotify music, how does it work. Once you share the play list, does it play the whole time? Once you share the link to the play list on Spotify, they have their own ability to turn the music off and on, your students, however they wish. They control it on their own.