



# ONLINE RC GUIDELINES

Online group meetings will be the main way in which our Redemption Communities can stay connected as a whole and continue to meet for the time being. We praise God for this tool of technology while lamenting the reality that we can't currently meet in person. Below are some general guidelines to help you set up and run your online meetings.

In this document, you'll find information regarding:

1. Online Meeting Platform Options
2. Setting Up the Meetings
3. Practical Considerations
4. Leading the Meetings

## 1. Online Meeting Platforms

There are a variety of ways to meet online. We've outlined a few below, but don't feel tied to these if you have another app or platform you'd like to use.

- **Zoom:** There's a free version offered that allows you to meet for up to 40 minutes at a time, or a Pro account for a monthly fee. Zoom allows for screen sharing and has a few extra features. \*If you're using Zoom, be sure to not share your meeting link publicly, and set it up so that you're the only one who can screenshare. (Tutorial [here](#))
- **Skype:** This allows up to 20 people (devices) to meet at a time, and is free. The host needs a skype account, but everyone else can just join via a shared link. (Tutorial [here](#))
- **FaceTime:** If everyone has Apple devices, you can host a group FaceTime video call (Tutorial [here](#))
- **Google Hangouts:** Video call through Google account – good option for those familiar with Google already but has difficult with some web browsers. (Tutorial [here](#))

## 2. Setting Up Meetings

- Consider the needs of your group when deciding when to meet and who should meet at a given time.
  - Many peoples' work situations and schedules have changed in the last few weeks, so consider moving the time back a bit or even changing the day of the week.
  - Remember that those with young children will have their kids at home. If people have a difficult time meeting as couples because of this, consider splitting up and having the men and women meet separately.
- Decide who is going to host the meetings. If someone already uses online meetings for work and is familiar with it, this can be a way that they serve the group in this time.
- Once details are decided, email your group members the date, time, and web address for your meeting.
- People will probably misplace your original email, so send out a reminder text or email the day of your meeting and include that web link again.

## 3. Practical Considerations



*Sound:* Find a quiet place in your home, away from music playing, the dishwasher running, etc. Your computer microphone will pick up any noises around you and can be distracting.



*Camera Angle:* Try to be looking at the camera face-on, and stay close enough that others will be able to see your head and shoulders.



*Lighting:* Everyone will be able to see you better if the lighting is good. Make sure you are facing a light source (window, overhead light, etc.) instead of having it behind you.

## 4. Leading the Meetings

The first few times you meet, try to remind your group members of the practical considerations of sound, camera angle, and lighting. Be patient and assume that the first 10 minutes will be dedicated to people getting connected and making sure they can see/hear. Point out the features of the program you're using, such as how to mute and unmute (it's helpful to recommend that everyone mutes their sound unless they are talking) and how to view everyone in the group.

We are leaving it up to you to decide what your group needs each week, but here are some options:

*Processing:* If you sense a lot of fear, anxiety, and sadness, don't gloss over it. Some of your meetings might just be dedicated to hearing how everyone is doing and processing, and that is fine. Consider asking a few pointed questions to give people direction, such as:

1. How are you seeing God at work?
2. What has been difficult this week?
3. Who is on your mind this week?

*Discussion Questions:* If you're finding that you are able to keep up with updates and emotional processing outside of the group time or want to continue with some normal routines, we'll continue sending out discussion questions each week to go along with the Sunday sermon.

*Prayer:* Include prayer in each of your meetings, whether it is for the whole time or a part of it. Instead of praying for specific people, consider praying for various countries, groups of people (sick, caregivers, those mourning, etc.), or various professions. In terms of praying for the specific people in your group, this might be a great season to assign prayer partners so two people of the same gender are praying for each other all week and checking in outside of the group time. You can keep the same prayer partners the whole time or switch it up each week.

*Book Study:* If this is a season in which everyone in your group has the time and desire to read a book together, go through a book or study on RightNow Media together – assign a chapter or video to discuss.