

MASTERING ONLINE MEETING TOOLS

with Barry



COURSE DESCRIPTION:

COVID -19 has made video conferencing software a vital technology for our home life, our kid's life and for business. It is a key component of how we continue to function as well as how families and friends can stay connected. Virtual applications like Zoom, Google Meet and Skype are experiencing a huge surge in adoption and are ever expanding their capabilities.

In this 4-hour, interactive course, Barry Rosenthal* will teach you what you need to know to become proficient and take advantage of all aspects of these most popular Online Meeting Solutions.

Using a MAC, PC, iPhone or Android, you will learn everything from how to set up a video conference, audio and visual controls, manage participants, launch polls, share content, record, create and manage break out and waiting rooms, to controlling your in-meeting experience, security protocols and even how to create online game nights on three different platforms.

ABOUT THE FACILITATOR:

Barry Rosenthal is a Mayfair member and has been a Computer Software trainer and facilitator for over 30 years. He is an enthusiastic online teacher and is superb at making leading edge ideas and techniques relevant and exciting to his audience.

PRICING:

\$80 per person for 4 one-hour sessions.

COURSE DATES:

Session 1: June 16, 18, 23 & 25.

Session 2: June 30, July 2, July 7 & 9.

COURSE TIME AVAILABLE:

10:00am - 11:00am

1:00pm - 2:00pm

7:00pm - 8:00pm

OTHER DETAILS:

- Maximum of 10 per class
- Once registered, course information and instructions will be emailed

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Disclaimers:

Use of Technology

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Cancellation Policy:

A 50% cancellation reimbursement will be issued if cancellation occurs 48 hours, or more, before the event begins. There are no refunds if cancellation is made 47 hours, or less, before the event begins.

SIGNATURE:

PLEASE EMAIL COMPLETED REGISTRATION FORM TO online@mayfairclubs.com - Re Meeting Tools

COURSE TIME (Select the time that works best for you)

- 10:00am - 11:00am
- 1:00pm - 2:00pm
- 7:00pm - 8:00pm

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REGISTRATION

NAME:

ADDRESS:

PHONE:

MEMBER NUMBER:

PAYMENT METHOD

- Charge Member Account
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- Visa/Amex/MC

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EXPIRY DATE:

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