

# Avista

## Joining an E-Hub Zoom Session



This guide tells you how to join an E-Hub Zoom Session

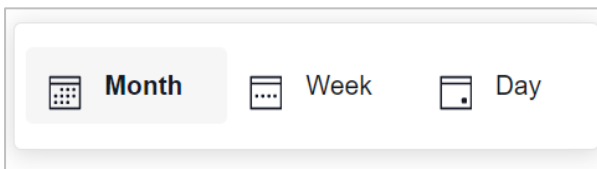
There is a video in the **Using E-Hub** section it shows you how to use the Events timetable and join an E-Hub session.

If you need help, ask your support staff or a family member or someone you know that can give you help.



Click on the Timetable of Zoom sessions for your service area.

Give yourself time to decide the Zoom session you are interested in.



On the top of the timetable you will see a button three buttons  
Month view

Week view

Day view

Click on which view you prefer

	MON 9	TUE 10	WED 11	THU 12	FRI 13
9:00 am					
10:00 am					
11:00 am			10:15 am - 11:00 am Functional Fitness Stre...	10:15 am - 11:15 am Functional Fitness Core ...	10:15 am - 11:15 am Mobility and Flexibility G...
12:00 pm	11:00 am - 12:00 pm Yoga with Christine	11:00 am - 12:00 pm Dancing with Angie Bingo from the Creative ...	11:30 am - 12:15 pm Gentle Chair Exercises ...	11:30 am - 12:15 pm Dancing with Angie T...	11:30 am - 12:30 pm Gentle Chair Exercises ...
1:00 pm					
2:00 pm					
3:00 pm			2:00 pm - 3:00 pm Adapted Zumba with Ca...	2:00 pm - 3:00 pm Adapted Zumba with Ca...	
4:00 pm					

This is the **weekly view**.

There are no pictures in this view when it appears on the screen.

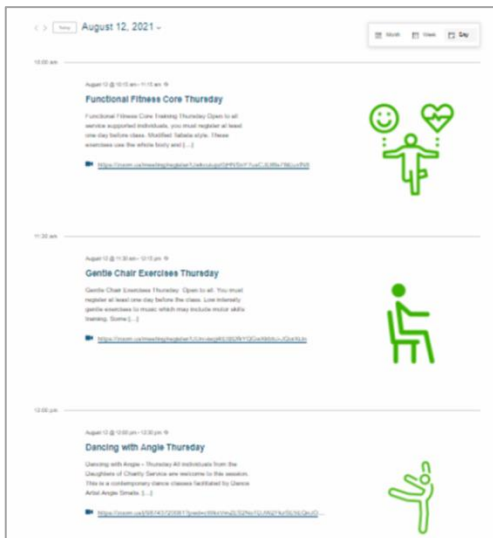
But when you rest your mouse or touch the title of a session the information and a picture of the session will appear on your screen.



This is the **monthly view**.

The grey area covers the sessions that are over.

Sometimes you will have to click on **more** to see all the sessions available for the day.



This is the **daily view**.

You can see the sessions that are on for the day.

At the bottom of the list you can click in next day to see the sessions that are on the next day






Each day has a different colour  
Monday - Yellow

Tuesday - Pink

Wednesday - Blue

Thursday - Green

Friday - Purple

	<p>Click or tap on a session you are interested in. Information about the session will appear on the screen</p> <ul style="list-style-type: none"> <li>• The <b>date and time</b> of the session</li> <li>• If the session is <b>available</b> to you</li> <li>• <b>How</b> to join the session</li> <li>• If there are <b>any items</b> that you may need to participate in the session.</li> </ul>
	<p>There are three ways to join an E-Hub Zoom Session.</p> <p>The details of how to join a session will be in the session information on the E-Hub timetables.</p>
	<p>Some sessions are <b>Open Sessions</b> to all Avista supported individuals.</p> <p>You CAN join these sessions from the E-Hub timetable. Click or tap on the <b>Click Here</b> button to bring you to the session waiting room.</p>

**Example**

**Meeting ID: 970 5411  
1855**

**Passcode: 030314**



Some sessions are **Closed Sessions**.  
This means they only open to a certain group of individuals.

For example individuals who attend T.E.E.S. Limerick.

You will need a Meeting ID and Passcode.

The person organizing the session will send you the Meeting ID and Passcode by text message or by email.

You will use this Meeting ID and Passcode to join the session.

A screenshot of a Zoom meeting join dialog box. The window title is "Zoom" with a close button (X) in the top right corner. The main heading is "Enter your name and the meeting passcode". Below the heading are two input fields: the first is empty, and the second is labeled "Meeting Passcode". At the bottom left, there is a checked checkbox labeled "Remember my name for future meetings". At the bottom right, there are two buttons: "Join Meeting" and "Cancel".

When you are asked put in the Meeting ID  
your name  
passcode

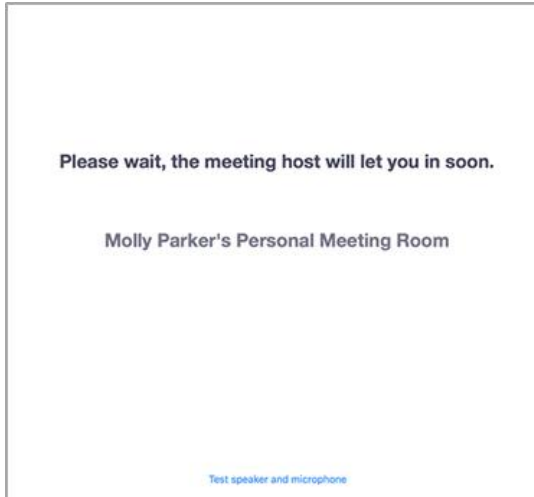
You will be brought to the session waiting room.

You may have to wait for a few minutes to join the session.





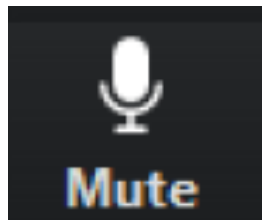
Please join the session 10 minutes before the session start time.



Every time you join a session you will be brought to the session waiting room.

Wait until the session starts.





It may take a few minutes.



When you join the session please check you have your Video and Audio turned on so everyone will know it is you who is joining the session and can welcome you.

You can choose to turn off your camera at any time during the session.

## If you are having problems joining a Zoom Session

	<p>Check the Timetable to make sure it is the right day and time for the session</p>
<p style="text-align: center;"><b>Example</b></p> <p style="text-align: center;"><b>Meeting ID: 970 5411 1855</b></p> <p style="text-align: center;"><b>Passcode: 030314</b></p>	<p>Try joining in again make sure that you are using the correct Meeting ID and Passcode</p> <p>or</p> <p>If you registered make sure you are using the link properly</p>
	<p>Check you have your Video and Audio turned on</p>
	<p>Check that your WI-Fi is working</p>
	<p>Check that your device is plugged in and it is charged</p>
<p><a href="mailto:e-hub@docservice.ie">e-hub@docservice.ie</a></p>	<p>E-Mail the E-Hub team for help.</p>