How to get ready for online classes at Fitness with Alison. version 4. 8.6.2020

Before you join me for your first online class at Fitness with Alison, there are a few things you will need to do. I will make it as simple as possible.

# What does live-streaming mean?

The classes will be live, like live television programmes. We will meet up online at an arranged time and the class will start. We will all be in our own homes in front of our devices with our fitness gear on! The class will be shown (“streamed”) online as it is actually happening and you will be able to see me and hear my instructions before the music starts.

The class will not be recorded so you can’t re-watch it, or pause it, or stop it part-way through.

# To take part in classes, you will need:

1. **A device like a laptop or tablet that you can connect to the internet.** You may even be able to do this on your smart TV. A phone screen probably won’t be big enough to see me on. Make sure you can play something like this [video](https://www.youtube.com/embed/vFhAEoCF7jg?rel=0&autoplay=1&cc_load_policy=1) loud enough and your device’s speaker isn’t on mute. We will be using [zoom](https://zoom.us/) to get our live online classes but please don’t worry about that at the moment.
2. **Space in your home where you can put your device and see it while you exercise**, without falling over coffee tables, cats etc. Think about how to avoid running out of battery part-way through. Remember you will be lying on the floor at some points.
3. **Access to the online class via** [**zoom**](https://zoom.us/)**.** It is like Skype. It is best to get Zoom now rather than wait til the last minute. You need to download it onto the device you are going to use:

• Android. If your device is an android one, you can download the zoom app from the Google Play Store where you normally get apps from. [https://play.google.com/store/apps/details?id=us.zoom.videomeetings](https://play.google.com/store/apps/details?id=us.zoom.videomeetings%20)

• Apple. If you will access the classes on an i-pad/i-phone you can download the zoom app from the app store where you normally get apps. <https://apps.apple.com/gb/app/zoom-cloud-meetings/id546505307>

• Windows/ Mac. If you are going to use your Windows or Mac laptop, you can download zoom from https://zoom.us/download Click on the blue rectangle with the words “download” on it under the heading. <https://zoom.us/download>

1. **The ability to do a bank transfer or post me a cheque** in payment for your classes at the end of the month.
2. **Determination**. I have never used this system before so it is all new to me as well. But if we don't try, we won't have any classes together for the foreseeable future. My professional body have advised us to suspend real life classes until further notice (originally it was 30th April). These are really hard times for us all but I think they will be made better by being able to exercise together in this way.

When you have got all that sorted, you are ready to access online classes on Zoom.

# How to access online classes

1. Go to my website and see the list of classes. They will be under “Online Classes”. The link is here: <https://www.fitnesswithalison.com/online-classes>
2. There will be a different link for each class. You will be able to see the times and dates. Decide which one/s you are attending and note them down on your calendar. Something to look forward to! Just before the class, you come back to the same place on my website and click on the link to join in. Access will be at 10:00AM, class will start at 10:05.
3. Please watch this video to see how to join a meet-up. Here is the link: <https://youtu.be/hIkCmbvAHQQ>. You can pause it and re-watch it as much as you like.
4. If you prefer to follow written instructions, there is a page of instructions on Zoom about this: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>. It tells you how to access a Zoom meeting for all different devices, Windows/Mac, Android etc. Scroll down and click the headings to read the bit that is relevant to your device.
5. You can practise by joining a test session. Here is the link to do that: <https://zoom.us/test>

**Please keep looking at my website to find the dates of the online classes when I have arranged them so you can put them in your diary and look forward to them.**

Remember, you will not receive an email inviting you to the meet-ups or classes. You just go to my website before the meeting takes place, go to “Online Classes” and, shortly before the meeting starts, click the link to take you there.

# Disclaimer

Participating in a live-streamed class is very different to participating in a class face to face with the instructor. Whilst both are fun, there is a bigger responsibility to you as the participant to ensure that you are following my instructions to get a safe and effective workout.

If you take part in any online class with me, that denotes acceptance of the waiver which you can find on my website: <https://www.fitnesswithalison.com/disclaimer>

# Just before the class

Before the class, switch your device on and access “Online classes” on my website again. I’d give yourself at least fifteen minutes before the class actually starts.

Remember, you will not receive an email inviting you to the meet-ups or classes, you have to go to “Online classes” on my website. You click on the link to the class a short while before the start time, and will be taken to it. If you click the link a long time before the class starts, it won’t be ready.

You may be required to type in a password when you try to access the class. If so, I will have provided you with that password beforehand.

To join in anything on Zoom, you will need Zoom installed on your computer. If you haven’t already downloaded Zoom, clicking the link will prompt you to download Zoom and that will have to happen before you can go further.

You will be put into a virtual “waiting room” before the “doors open” and I let you in to the virtual class itself. You don’t have to do anything, just wait for me to let you in.

# During the class

You will need to join the class with your audio and video on, otherwise I cannot see or hear you. Make sure the volume on your device is loud enough, it won’t run out of battery (plug it into a socket if you can), and you have a good wi-fi signal and if it is a tablet, have it landscape not portrait.

You will need to wear suitable clothing and footwear, have space to move, be at a comfortable room temperature etc.

Be aware that everyone can see and hear each other and what is visible/ audible in the background.

It is nice to be able to see everyone at the beginning of a class. To see all participants on your screen you will need to be in Gallery View. You can get instructions to do that on your device here: <https://support.zoom.us/hc/en-us/articles/360000005883-Displaying-participants-in-gallery-view> It is different for each type of device so you will need to click on the heading for your device (e.g. i-pad) and read that bit.

However when the teaching starts, you just need a good clear picture of me on your screen. You can get that by being in Active Speaker View. During the class I will be the only active speaker. You can read how to Active Speaker View here: [https://support.zoom.us/hc/en-us/articles/201362403-Active-Speaker-Video-Layout-](https://support.zoom.us/hc/en-us/articles/201362403-Active-Speaker-Video-Layout-%20%20)

Do remember that we are at the mercy of the internet. It is best to do all this Zoom stuff where your wi-fi signal is strongest. However, you also need space to move safely. The main thing is that you can see me when you are exercising. If you have other devices such as phones, switch them off or put them in airplane mode so that are not connecting to your wi-fi. This should help with signal strength to your device during the class.

# Payment

Each class will include at least 40 minutes of exercise to music and will cost £3.50. Payment is by “honesty box”, i.e. I am asking you to keep a note of how many classes you attend per month and pay me at the end of the month.

You can pay by bank transfer (in which case please phone me well beforehand for my bank details) or post me a cheque. Cheques are to be made payable to Alison Bayne, please. Ask me for my address if you need to.

This saves the huge hassle of making bookings remotely, raising invoices, providing refunds etc – it is the simplest way I can think of. Any problems with this, let me know.

If there is anything I haven’t covered, please get in touch.