

How to Join RingCentral Meetings

There are many ways to easily join RUC online—laptops, desktops, iPhones, Android phones, iPads, tablets, or even landlines!

Option 1 To join us for video and audio on computers, tablets, or smartphones:

- Click on the link that Pastor Scott sends out. Each online gathering has a different link, so make sure you are clicking on the right link.
- Download the RingCentral App and follow the onscreen directions.

Option 2 To join us for audio only:

- Dial (773)231-9226 from your home phone or cell phone. This is a long-distance number.
- Wait for the audio prompts telling you to enter the Meeting ID. The Meeting ID will be in the email invitation.
- The audio prompt will tell you to enter # or * after the Meeting ID. If you don't do that step, you won't hear anything.
- If you are coming in with your phone, please text or email Pastor Scott your name. When you call, your number appears but we will not know who you are. Pastor Scott can add your name.
- If you cannot access your email on your smart phone or iPhone and want to join, let Pastor Scott know and he will send you a text.

Option 3 Combine phone audio and video if no sound in Option 1:

- You can join by phone and view the video in Option 1 if you're not getting sound through your computer, tablet, etc.

Tips for Success

- Join 15 minutes early to troubleshoot any problems.
- Use earbuds or headphones if your device has them—this prevents everyone from hearing echoes and feedback— but allow time to change your audio settings if you don't usually use them.
- Mute when you are not talking to eliminate background noise.

Please call Janine Rauscher at 240-687-6065 or Lee Anne Sulzberger at 757- 879-1902 if you have questions or need help joining—we want to make sure everyone can join in!