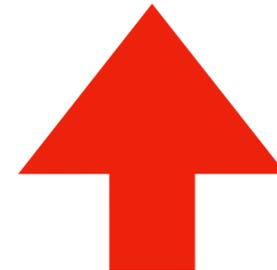


**Welcome to the 2021 Colorado  
Philadelphia Christian Writers  
Conference directed by Marlene Bagnull**

**Step 1:** Open this link: [ccwc.obv.io](https://ccwc.obv.io)



# Greater Philly Christian Writers Conference

Email

A. Enter your email here

B. Enter the exact same email here

LOGIN

**Step 2:**

**C. Wait to have  
a CCWC staffer  
set up your account  
(if successful, you'll automatically  
be taken to the next screen)**

**Alternate  
Step 2:**

Greater Philly  
Christian Writers Conference

Email

Password

No user found with that email address or password

LOGIN

Forgot Password?

**If you see this error message instead,  
email ALL these people (in a single email) for faster service:**

**Marlene – [mbagnull@aol.com](mailto:mbagnull@aol.com)**

**Tab - [tlscheffler@verizon.net](mailto:tlscheffler@verizon.net)**

**Darcie – [darciejoygudger@gmail.com](mailto:darciejoygudger@gmail.com)**

**Donna - [dbrennan@epix.net](mailto:dbrennan@epix.net)**



**DASHBOARD**



**Note: This was draft text for the faculty. Conferees have a simple one-sentence waiver.**

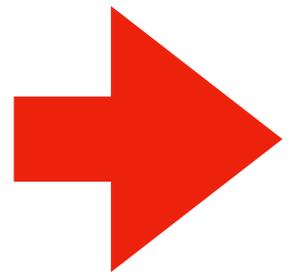
For Faculty:

As a faculty member at the 2021 Greater Philly Christian Writers Conference (GPCWC) I grant permission for GPCWC to:

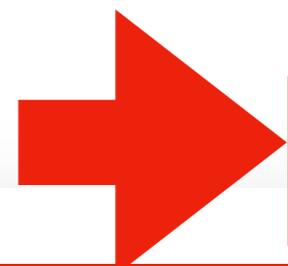
Video record my keynote, continuing session, and/or workshop and make it available online to attendees (conferees, other faculty, and staff) for two months. I understand I own the rights.

Video record panels I participate in and make available online to attendees (conferees, other faculty, and staff) for two months.

Make my pre-recorded workshop(s) available online to attendees (conferees, other faculty, and staff) for two months. I understand I own the rights.



I hereby certify that I have read the forgoing and fully understand the meaning effect thereof, and intending to be legally bound, have signed it.



By signing this, I agree to the above statement.

**Step 3 . Check the permission box  
AND sign in the dotted box**  
*("sign" by using moving your finger over any key on your desktop – try it – you'll see how easy it is :) )*



Please check button below to connect with a tech and check-in.

START TECH CHECK

**Step 4. Wait to be allowed entrance  
(a GPCWC staffer must do this manually)  
then another screen will open automatically (next page)**



Open zoom.us?

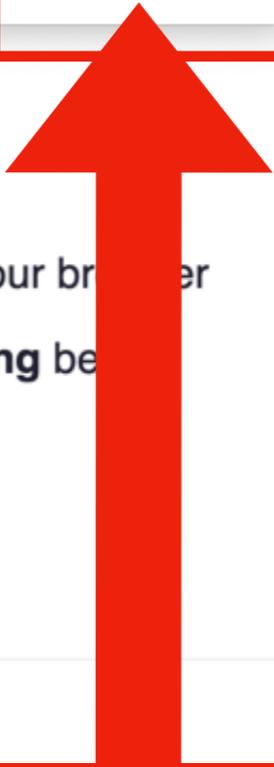
https://poweredbysage.zoom.us wants to open this application.

Always allow poweredbysage.zoom.us to open links of this type in the associated app

Cancel Open zoom.us

Click **Open zoom.us** on the dialog shown by your browser  
If you don't see a dialog, click **Launch Meeting** below

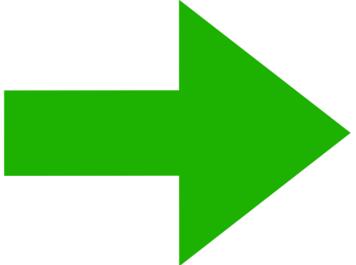
Launch Meeting



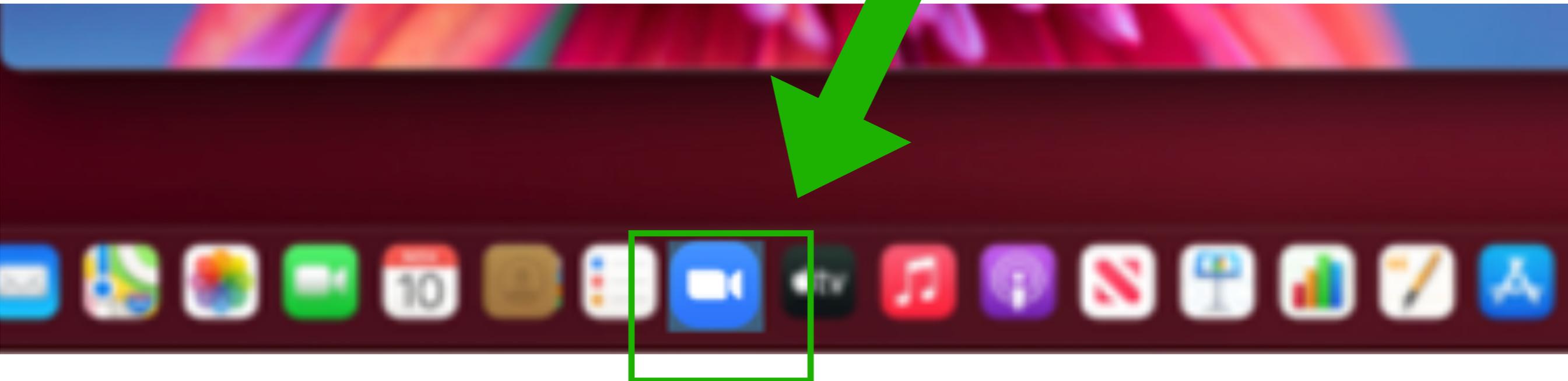
**Step 5: Once allowed access, this screen will automatically open.  
Click "Open zoom.us" to automatically be taken to the next screen**

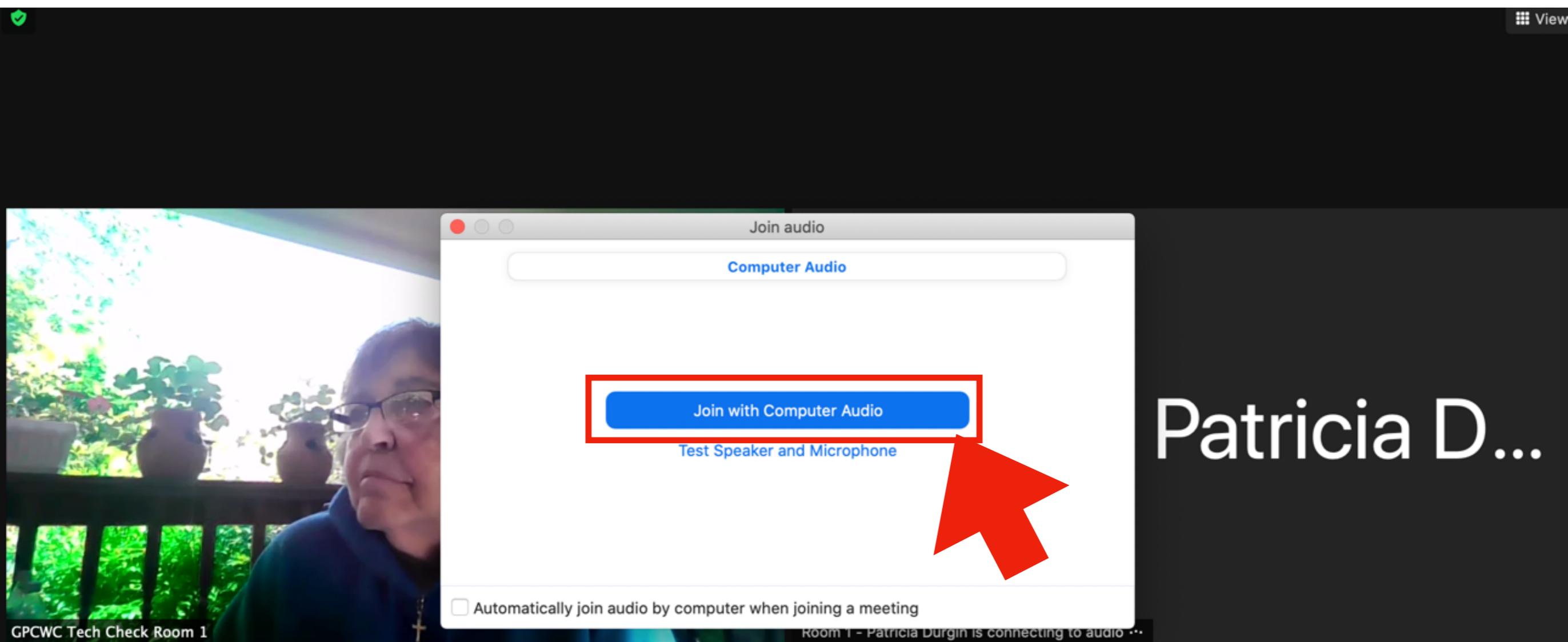


**Side Note:**  
Zoom's icon  
will open  
on your  
Computer's  
"Dock"



**Zoom Icon**





**Step 6: Choose “Join with Computer Audio” (default option)  
Note: Be ready to be shown onscreen! :)**



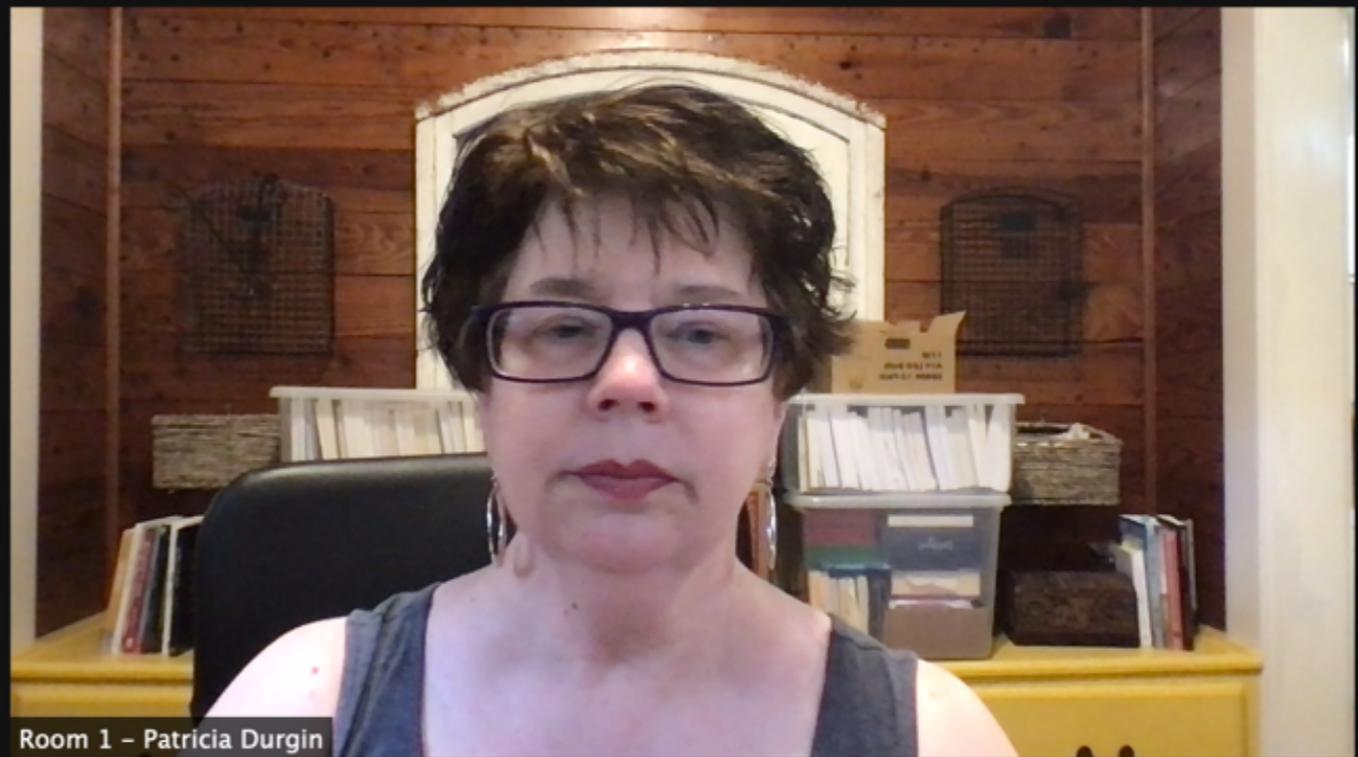
View



Room 1 - Patricia D...



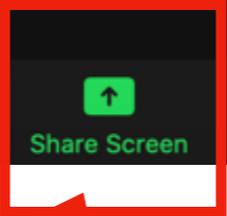
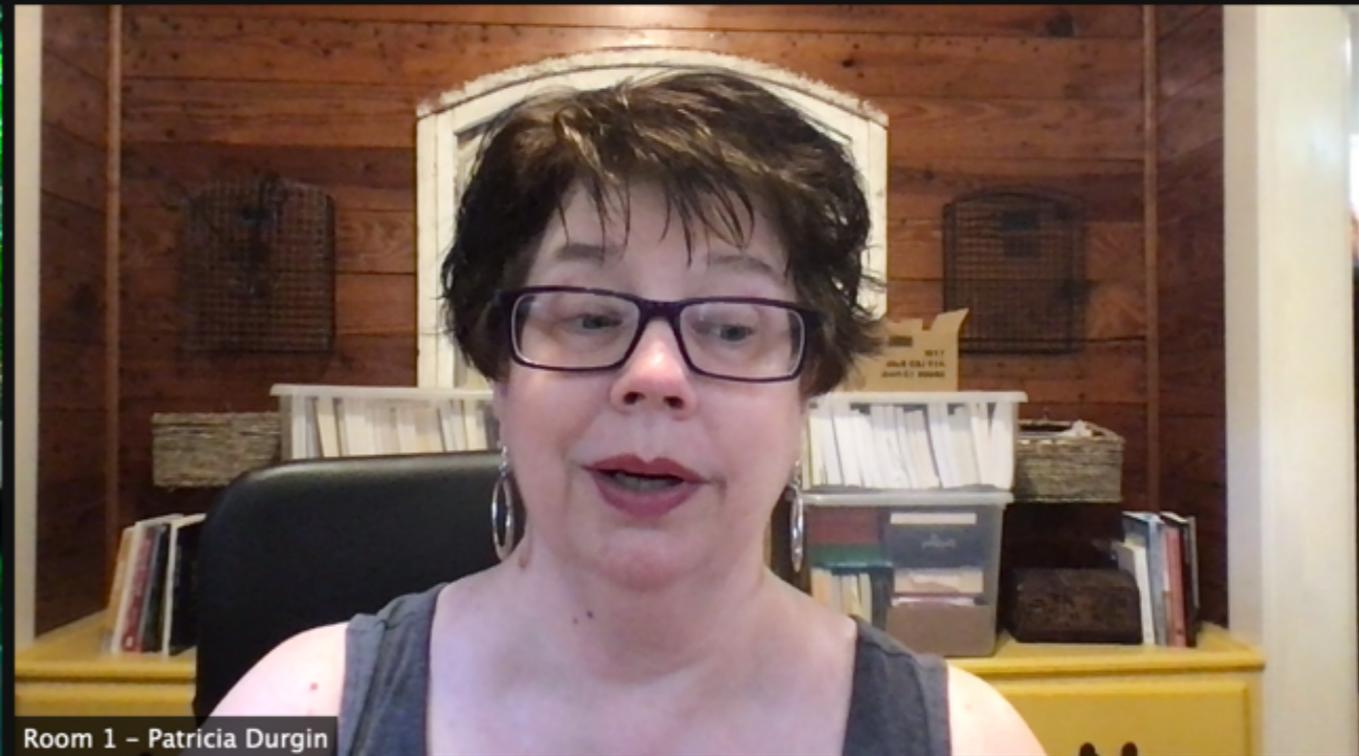
**Step 7: Wait for a few seconds & you'll be onscreen**  
**Your Admin Ass't will / may be shown too, initially.**  
*It doesn't matter which side  
of the screen you're on.*



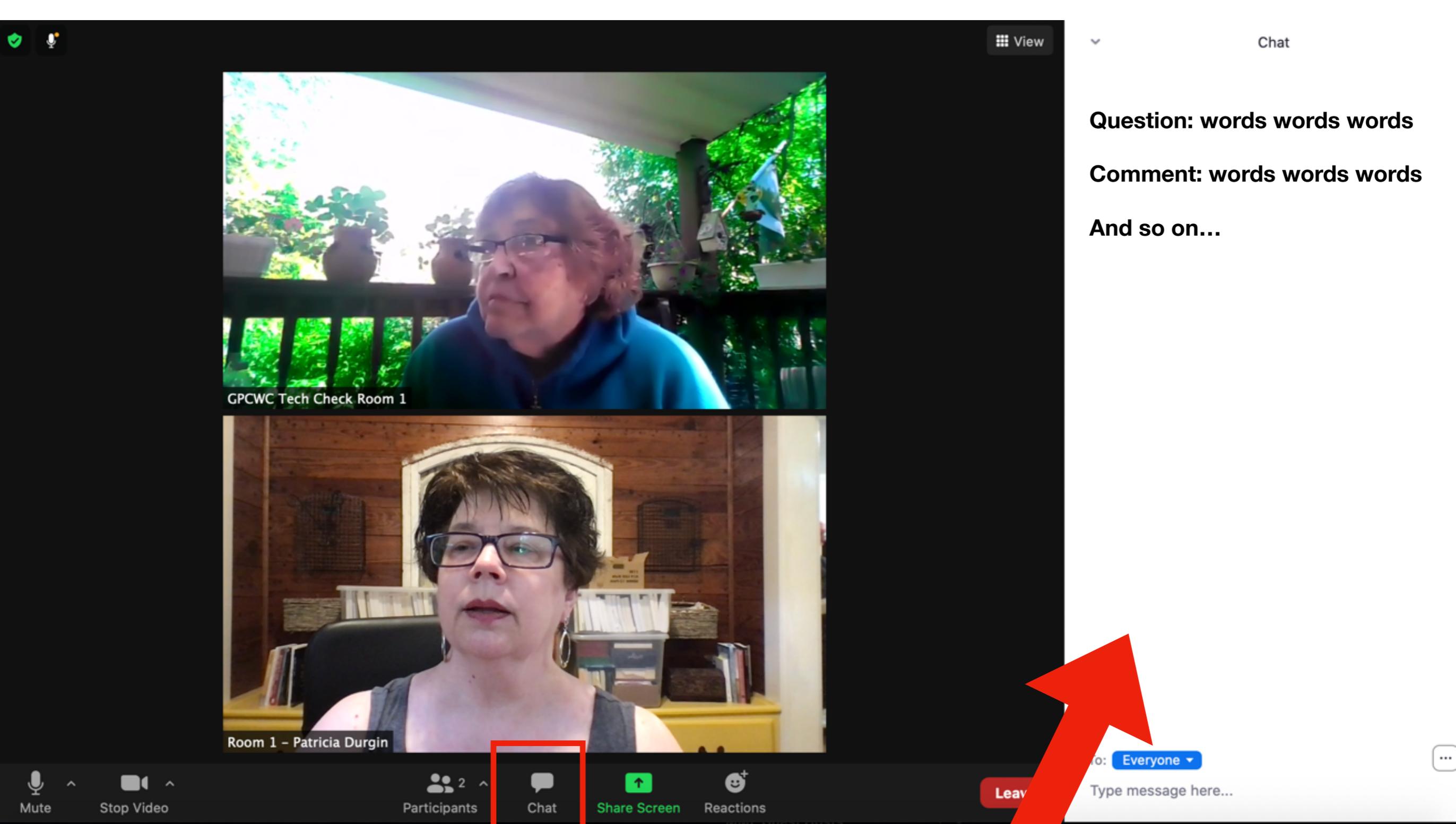
**NOTE: If you'll have more than one screen active, be sure to speak to your PRIMARY screen, (Marlene's showing what you'll look like if you speak to your secondary screen. Thanks, Marlene!)**



**NOTE: Using your primary screen (if you're using more than one) allows you to face your audience as you speak—important!**

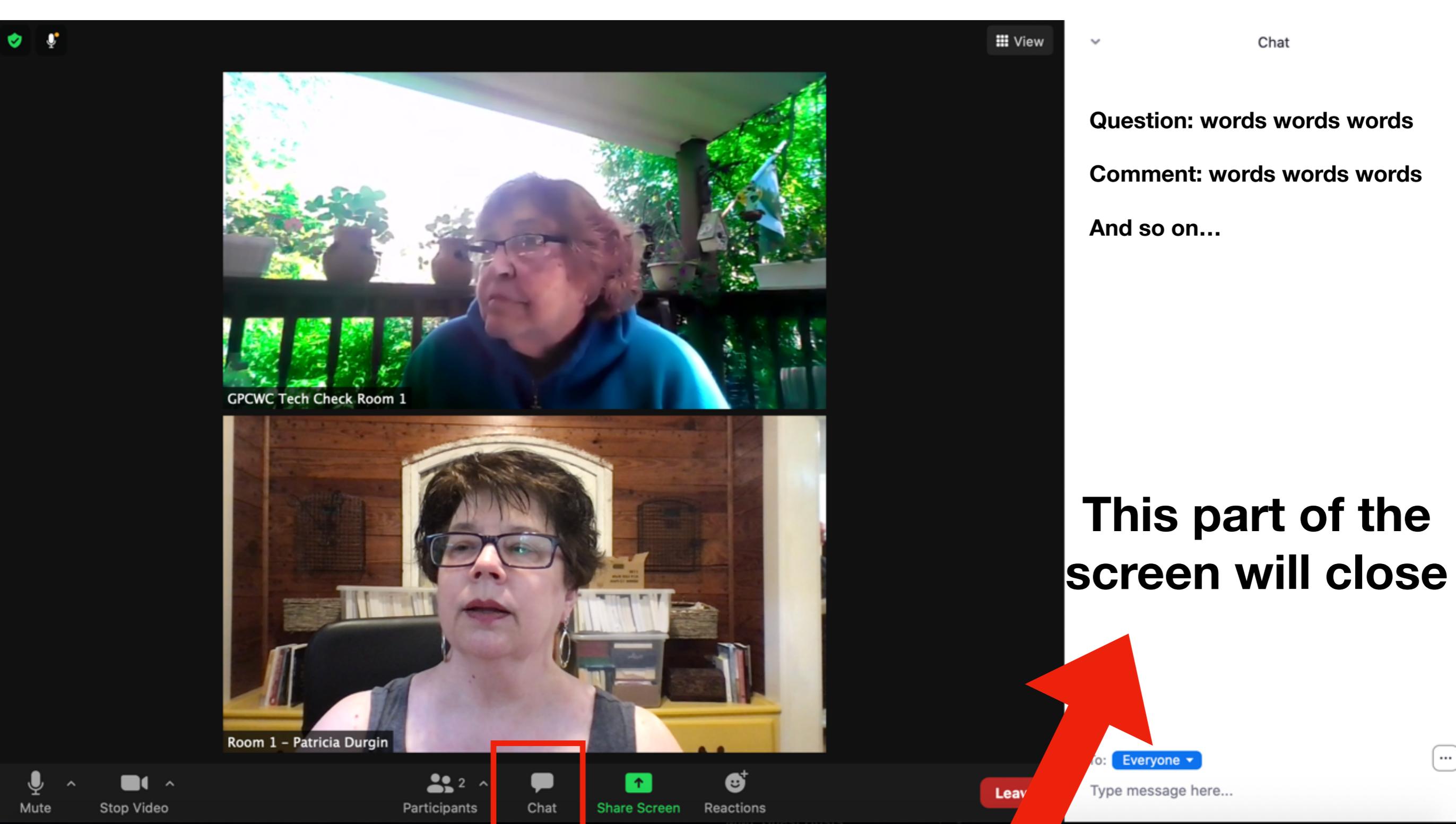


**NOTE: "Screen Share" is on by default**



Question: words words words  
Comment: words words words  
And so on...

**NOTE: Click "Chat" to open right screen and view comments and questions *(if you want to)***



**This part of the screen will close**

**To close the "Chat" window, click on "Chat" a second time.**



GPCWC Tech Check Room 1



Room 1 - Patricia Durgin

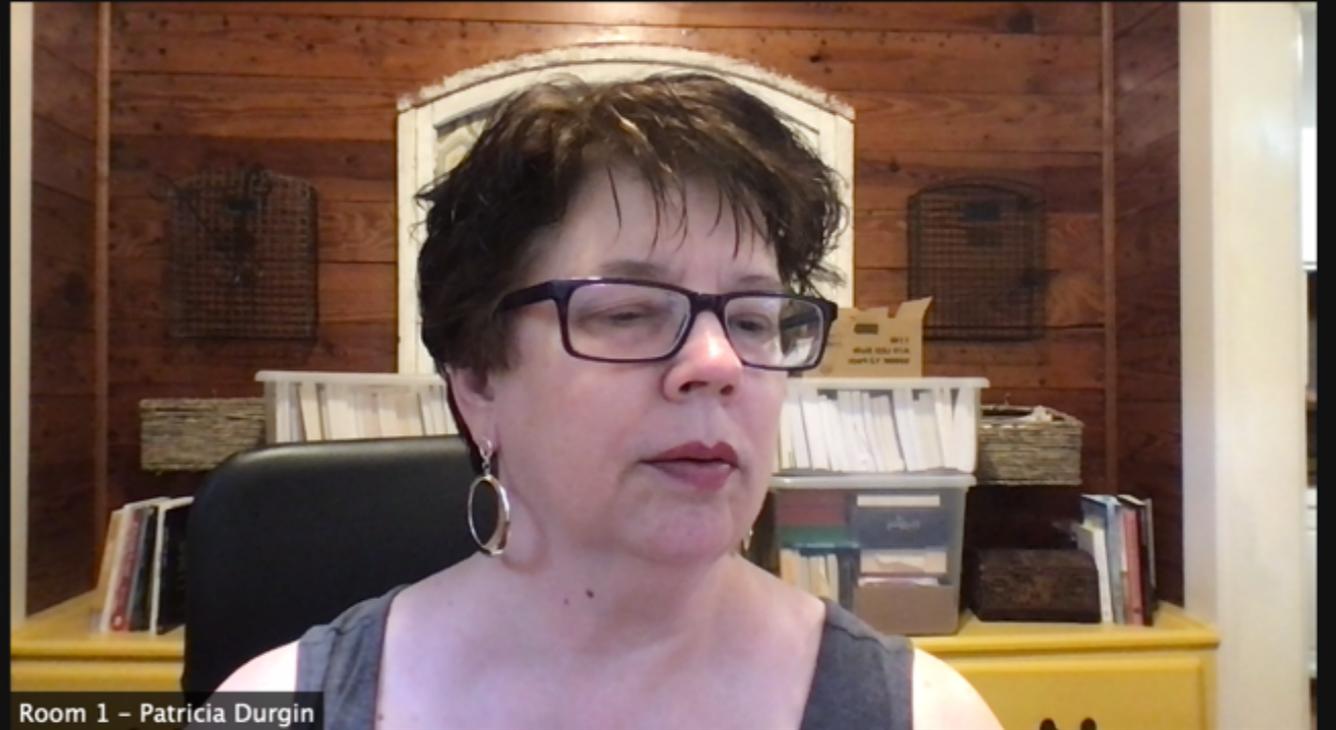
Mute Stop Video Participants 2 Chat Share Screen Reactions Leave



**When your session ends, click “Leave”  
(a confirmation prompt will appear; see next page)**



GPCWC Tech Check Room 1



Room 1 - Patricia Durgin

Mute Stop Video Participants 2 Chat Share Screen Reactions

Leave Meeting

Leave



**Confirm you want to close this session.  
Click "Leave Meeting" and you and your viewers  
will be removed from this platform till your next session.**