## **Zoom Host Rehearsal Checklist**

Audio/Video Team:		Songs:		Videos:		Images:	_/
Chairman:	Framing	□ Lightin	g 🗆 Microp	ohone 🗆	Video □	"Chat" feature □	
Prayer:	Framing $\Box$	Lighting □	Micropho	ne 🗆 Vi	deo □ "C	Chat" feature	
Treasures From God's Word							
Speaker:	Framing	Lighting	☐ Microph	none 🗆 🕦 🕦	Video 🗌	"Chat" feature □	
Digging For Spiritual Gems							
Speaker:	Framing	Lighting	☐ Microph	ione 🗆 🕠	Video □	"Chat" feature □	
Bible Reader: Framing ☐ Lighting ☐ Microphone ☐ Video ☐ "Chat" feature ☐							
Apply Yourself To The Field Ministry							
Participants:							
1. Fra	aming $\square$	Lighting	Microphone	□ Video	o □ "Cha	t" feature □	
2. Fra	aming $\square$	Lighting	Microphone	□ Video	o □      "Cha	ıt" feature □	
3. Fra	aming $\square$	Lighting	Microphone	□ Video	o □ "Cha	ıt" feature □	
Living As Christians							
Speaker 1:	Framing	g 🗆 Lightin	g 🗆 Microp	phone $\square$	Video □	"Chat" feature □	
Speaker 2:	Framing	g 🗆 Lightin	g 🗆 Microp	phone $\square$	Video □	"Chat" feature □	
Congregation Bible Study							
Conductor:	Framin	g 🗌 Lightii	ng 🗆 Micro	phone 🗆	Video □	"Chat" feature [	
CBS Reader: Framing ☐ Lighting ☐ Microphone ☐ Video ☐ "Chat" feature ☐							
Prayer: Framing ☐ Lighting ☐ Microphone ☐ Video ☐ "Chat" feature ☐							

## Reminders:

- A/V team and participants sign in 40 minutes prior to the beginning of meeting.
  After walkthrough, turn off video and microphone; may turn video back on after opening prayer.
  Pay attention to the "Chat" feature.
- Get into position when prompted.