

## Pathways **to→** Independence **Tips for a Successful Video Chat**

### Set Up a Cozy Space to Chat

- Create a space in your home to have your video chats. Here are some things to consider:

This room has a door that can close. This corner of the room does not have items that other people might need. Is there a quiet corner of your home that you can use?

A chair that is comfortable enough to sit in for 1 hour. (Or) Set phone or computer on a tall surface so you can stand.



Background is interesting but not distracting

A drink or snack that will not be too loud

Outlet nearby to plug in a computer or phone

### Your Video Chat is a Commitment

- How will you remember when your events are?
  - Circle events on your paper calendar.  
Reminder: Keep your calendar in a place you look at each day (on the fridge or taped to your bedroom door)
  - Put events in your phone calendar.  
Don't know how? Call a staff member to help you!
- Arrive on time and be prepared.
  - Set an alarm for 30 minutes before an event.
  - Do you need anything to participate in this event – a pet, some dice, a journal or craft?
- Tell your family or roommates about your event.
  - Ask them not to interrupt while you are on the video chat.
  - Do not sign-up for events that take place during family obligations

## Tips for a Successful Video Chat

*Keep these tips next to your computer. Hang these tips on a wall in your “cozy chat space.”*

### Before the Event – Check your Environment

- Is your phone or computer charged? Do you need to sit near an outlet?
- Are you in a private place?
- Can you close any doors to remove sound that your family members or roommates might make?
- Did you turn the TV, radio, or other noises off?

### Getting Ready for the Event – What to Expect

- Login to *Facebook Messenger* about 5 minutes before the start of the event. **Do not start the video chat early.** Pathways staff will start the video chat.
- Check to see if you received an email with a link to a *Google Hangout*. Staff will try to send this out at least 30 minutes before the event.

### During the Event

- *Stay in one place.* Walking or moving around is distracting.
- *Focus on conversation.* The virtual events are only 30-60 minutes long. Unless it is the focus of the event, please save your eating, cleaning, video gaming, or other tasks for later!
- *Say goodbye to the group,* especially if you need to leave the video chat early. This may require you to wait a few minutes, until there is a break in conversation.
- The image on the right shows you which button can mute your side of the video chat. It looks like a microphone! If you click this button, you can still hear the conversation, but the group will not hear you or the noise around you.
- *Mute your side of the video chat if...*
  - Your background is noisy and distracting for the group. Example, you are participating in a cooking task. Mute your microphone while you cook and unmute to add to the conversation!
  - You are doing something that is noisy – repositioning your computer or phone or answering a question from someone outside of the video chat



