

I.H.M. FELLOWSHIP LIVE-STREAM TUTORIAL

(For The General I.H.M. Membership *ONLY*)

Welcome to the Iron Horse Ministries Fellowship Live-Stream Tutorial. As you may know, God has designed I.H.M. to have no chapters. This means we don't have to deal with 'local chapter' politics and drama like other organizations do. More importantly, it also means, without those distractions, we are completely and totally free to concentrate on God's call on our lives as we serve Him through this ministry. And how cool is that.

However, it can make things just a bit difficult when it comes to fellowship. So with that, God has created an opportunity for *all* members of this ministry, to come together at the same time, on the first Saturday of every month, for fellowship with one another - no matter where in the field we happen to be at that very moment. This is done vis-a-vi the Iron Horse Ministries Fellowship live-stream. Which brings us to the tutorial.

This tutorial is here to help you set up your favorite device with which you want to take part in the live-stream fellowship. It is our hope that you will find this document, both informative and easy to follow. It is also our hope that you will (for obvious security reasons), contact the I.H.M. National Secretary via Signal, to receive the account information you will need to set up your device (i.e., the 'Meeting ID' name and/or the 'Conference Phone Number' and 'Access Code'). Otherwise, you won't be able to remotely join the 'Live-Stream'. And that would be very disappointing - right? So with that, let's get rolling.

PLEASE NOTE:

Security is paramount. This live-stream is NOT for everyone. It's ment *only* for members of this ministry - in good standing. A guest is allowed, but they *must use your device* - NO exceptions.

THE BASICS

The first thing that will be needed, is to go to the free Internet service's web site. The URL is:

FreeConferenceCall.com

When you get there, it will open up on its "Welcome" page. You will see a field entitled, "ENTER EMAIL". Be advised that the email you enter here, will become your "MEETING I.D." name. What this means is, if you don't fill out the 'PROFILE' page after you have signed up, all you will be known by, is your E-Mail account (e.g., your.email@webmail.com) - not very flattering. Just sayin. So, be sure to fill out the 'Profile' information - so that you can be addressed properly.

Next in the process of establishing an account, fill in the "CREATE PASSWORD" field, just as you would normally do. (Tip: Write it down somewhere - just in case.) Now, when you click on the "Create My Free Account" button, that's when an App is formed and loaded onto your device for later use. Once that's loaded, it would then be a good time (if you choose to do so), to set up your 'Profile'. With that, you are pretty much ready to go.

Now here's the only part where it can get just a little confusing. So let's see if we can help make this easy to understand. Because computers (OS) and mobile devices (IOS) operate a little differently from each other, what we're going to do here is, break things down by the basic machine you will be using when you join the I.H.M. Fellowship live-stream (i.e., a computer such as a desktop or laptop, or a handheld mobile device such as a smart phone, a tablet, etc.).

PLEASE NOTE:

Because this is a free Internet service, the operational functions may be a bit slow at times - especially at first. So please be patient, it will eventually get there.

Disclaimer:

Please be advised, that the following instructions are meant to work with most machines and Internet providers out there. However, there may be some unintended glitches along the way. For that, we apologize ahead of time, and hope that you are able to successfully work through them.

ALSO NOTE:

If you already have the FCC app on your device; there is no need to delete any other previous meeting names. You can just tap on the "Join" button; then type in this "Meeting ID" name (and its "Code" if prompted); then tap on the "Join Meeting" button. Now, you should be up and running with the I.H.M. Fellowship live-stream. Congrats. See you there.

So with all that having been said, this is how to set up the device you have chosen to use, when participating for the first time with this interactive live-stream. (This is ment to be a 'one-n-done' setup.) So have fun:



JOINING WITH A COMPUTER

Once you have established an account with FCC, this is basically how to "JOIN" a video conference call for the first time when using a desktop (or laptop) type computer.

1. **Fire up the App** ("Free Conference Call").
2. **When the App comes up**, click on the "Join" button.
3. **On the next page**, fill in the three fields:
 - Your 'Meeting I.D.' (Profile name).
 - Your 'Email Address'.
 - The 'Host's' name (i.e., the ministry's 'Meeting I.D.').
 - Then once again, click the "Join" button.
4. **On the next page**, click on the "Join With Computer Audio" button.
5. **On the final page**, click on both the Camera and Microphone icons on the lower portion of the frame. That way, you can be both seen and heard. Now just wait for a few seconds, and you will be up, and ready to go. Enjoy.

JOINING WITH A MOBILE DEVICE

Once you have established an account with FCC, then this is basically how to "JOIN" a video conference call for the first time when using a hand-held device (Smart Phone, Tablet, etc.).

1. **F**ire up the App ("Free Conference Call").
2. **W**hen it comes up, click on the "+ New" button.
3. **W**hen the insert window comes up, type the 'Host's' name (i.e., the ministry's 'Meeting I.D.') into the "Meeting ID" field. Then click the "Join" button.
4. **W**hen the next window pops up, click on the "Call In Using Wi-Fi or Data" button.
5. **O**nce you see the 'Host's' screen, it may audibly ask you for your screen name. (You don't have to answer.) Just wait for a few seconds, and you should see the Host. When you do, tap anywhere on the screen, and you will see some control icons come up. Then tap on both the Camera and the Microphone icons, so that you can be both seen and heard.
6. **W**hen someone joins the conversation, you should see your image in a video-in-video box in the corner of the main screen. With that, you should be pretty much be up and running. Enjoy.

PLEASE NOTE:

Once you have actually participated in the I.H.M. Fellowship live-stream on your mobile device for the first time (unlike a computer), all you will need to do to join the study next time, is open the FCC App. Then just tap the "Join" button next to the Host's "Meeting I.D." name. Now just wait for a few seconds and there you are - up and running again. (Don't forget to make sure that both the Microphone and the Camera are on.) Very simple, very easy. And how cool is that.

LEAVING

Once the fellowship is over, exiting out of the meeting is quite simple - no matter what machine you use:

- **F**or a computer type machine, just click on the "Leave" icon on the lower portion of the screen. It will ask you to confirm. Click on the "Yes" button, and after a few seconds, you are done.
- **F**or a mobile device, just tap on the screen. Some icons will appear. When they do, tap on the "Leave" icon. It will ask you to confirm. Click on the "Yes" button, and after a few seconds, you are clear.

JOINING WITH ONLY A TELEPHONE

Now, what if you live in a place where there is no Wi-Fi? Or what if you find yourself out on the road somewhere, and there isn't even any Data signal - only a basic cell phone service. Not a problem. Provisions have been made for such situations. As long as you are able to make a mobile call, here is how you can still be part of the I.H.M. Fellowship Live-Stream:

1. **D**ial the ministry's 'Conference Number' on your phone:
(XXX) XXX-XXXX
2. **T**hen when prompted, enter the ministry's 'Access Code':
XXXXXXXX

That's it. You're in. It's just that simple. It's like a regular telephone conference call. You can hear everyone, and they can hear you. They just can't see your face; and of course, neither can you see theirs.

LEAVING

To leave the 'telephone' conference call, just hang up as you normally would, when using a phone.



FINALLY

Here are a few last things we need to mention:

- **As** a gentle reminder, be sure to confirm the meeting's start time. When you do, don't forget to take "Daylight Savings Time" (if applicable) into account. It is usually from about March to November in North America.
- **As** the fellowship grows, it would be best if you could "Join" the meeting just a little bit earlier, so that the software can catch up. It will give everyone a chance to log-on and get stable, so that they can be part of the meeting, right from the very top.
- **From** time to time, the usual person that heads up the I.H.M. Fellowship live-stream, may not be available. It might be because of illness, a holiday, a local motorcycle event, etc. If/when that happens, remember to *never* forsake the fellowship. So stay online. Someone else might be just a little late in coming up. However, if circumstances work out that no one else signs on (a real fluke), then shut down and try again next month.

Now with all of that having been said, it's believed that most everything you will need has been covered. So, as they used to say in the day, "*See you on the radio.*" Until then, please stay safe, and keep the rubber side down

To God Be The Glory