



Monash Partners
ACADEMIC HEALTH SCIENCE CENTRE

TIP SHEETS SERIES:
SUPPORTING HEALTHCARE RESEARCH
WITH COMMUNICATION TECHNOLOGY

Consumer and Community Involvement with Zoom

[Zoom](#) allows you to virtually connect with people when in-person meetings and conversations aren't possible.

Connecting with people via Zoom can be as formal or informal as you need. It's suitable for formal meetings and seminars in small and large groups, as well as informal conversations with one or two people.

Features of Zoom

The links below will take you to How-To videos.

- Works on computer, phone or tablet.
- [Join meetings](#) by email invitation, weblink, or directly through the Zoom program or app with the meeting ID.
- [Meeting scheduling](#) including calendar invites.
- [Share computer screen](#) (PowerPoint presentations, documents) to others in the Zoom meeting.
- [Chat function](#) (typed comment sharing).
- [Meeting recording](#).
- [Annotation functions](#).
- [Whiteboard](#) function to brainstorm ideas.
- [Waiting rooms](#).
- [Break-out rooms](#).

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When to use Zoom

Use Zoom in place of face-to-face meetings and informal conversations.

Ideas for Zoom in Consumer and Community Involvement:

- Meet with consumers to get feedback on research questions and research proposal.
- Pilot data collection tools (interviews, focus groups, surveys).
- Present results of analysis to consumers.

Cost and accessibility

Zoom has a free version <https://zoom.us/signup>. The free version has unlimited meetings up to 100 participants of up to 40 minutes, however during the COVID-19 pandemic they have removed time restrictions. One-to-one meetings are always unlimited and have no time limit.

Some organisations have paid Zoom subscriptions with no time restrictions on meetings and increased numbers of participants. There are three levels of paid subscription options.

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Quick sources of information

Zoom have a series of short instructional videos on YouTube, including:

- [How to configure audio and video](#)
- [7 Zoom meeting tips every user should know by Simpletivity](#)

Further support and advice

Register your project via [the Research Advice Form](#).

For further questions on Consumer and Community Involvement and how it can improve your research outcomes contact [Darshini Ayton](#) or [Sandra Braaf](#).

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