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# Guidance on Live Family Vscene Sessions

**Getting ready for online**

The staff will schedule their online sessions using a platform Vscene which is very similar to other platforms available and it is easy for parents/carers to access.

**Setting up your device**

The video meetings work best on a laptop or tablet but you can access via a smart phone. Ensure your device is resting on a secure surface to reduce movement.

* PC/laptop – click on the link on the programme and it will take you directly to the online meeting.

Morning sessions: <https://app.vscene.net/r/J63uvCQDba>

Afternoon sessions: <https://app.vscene.net/r/BcFPkKBfth>

* Phones – Prior to the session you will need to download the free Vscene app. Click on the links below:-

[Andriod](https://play.google.com/store/apps/details?id=net.ajenta.vscene&hl=en_GB&gl=US) [Apple](https://apps.apple.com/gb/app/vscene/id1247405294)

When logging on you will be asked for a room key which you will find below and on the programme.

Morning sessions: 1448452

Afternoon sessions: 1451130

 You do not need a PIN number.

**During the session**

* We ask you to join in mute and there is no pressure to have your video on. If children are included in the session, a parent must always be present.
* Please use the chat function to make comments or ask questions.
* There should be no discussions which identifies individual children or staff.
* No part of the live session will be recorded. **Do not** record or take pictures of any part of a livestream session.

**After the session**

We would appreciate your feedback so please let us know what you thought of the session by writing a comment in the chat function. For more information please email Catrina.O’Neil@east-ayrshire.gov.uk

The meeting room will only be available for the time of the meeting. As you will see from above at no point are you asked to register with an email address or input any personal data.

**Weblink Brower Details**

Supported Browsers\*

* Google Chrome: Two most recent versions
* Mozilla Firefox: Two most recent versions
* Opera: Two most recent versions
* Microsoft Edge Chromium

Browsers Not Supported\*

* Safari
* Microsoft Edge (this can be updated to Edge Chrome)
* Internet Explorer

## **Hardware and Software**

Minimum Requirements

* USB 2.0 for USB camera and audio USB 2.0 for USB camera and audio devices
* We recommend where possible to use a headset when using any browser-based system.
* If required you can use speakers and a separate microphone, but we recommend they are not in close proximity to each other as this may create audio feedback.
* Laptops will have built in camera and mic which is compatible with the Vscene platform

Operating Systems

* Windows 10
* Windows 7, 8.1 until Extended Support ends
* Mac OS X 10.8.5 or later