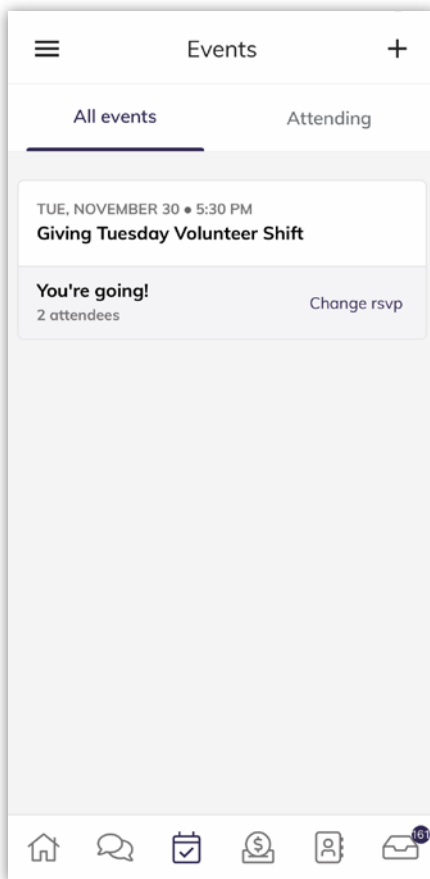


HOW TO CREATE ZOOM EVENTS IN VANCO MOBILE

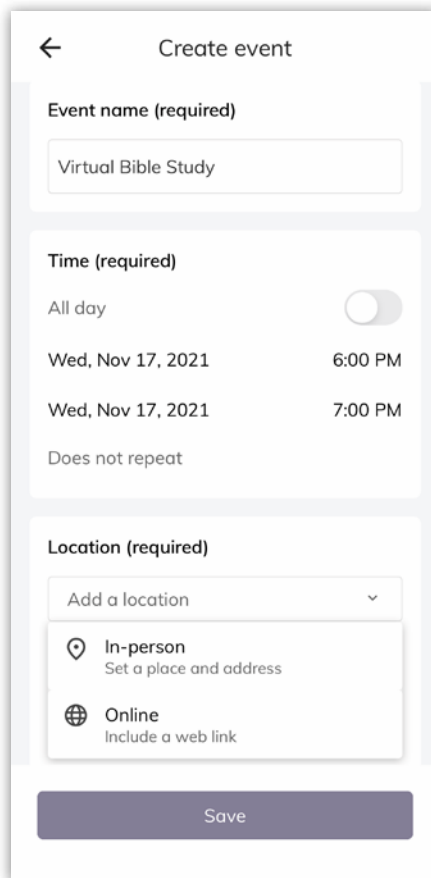
For churches that use Zoom, hosting groups in the Vanco Mobile app is simple and lets more members attend. Churches can automatically create and distribute Zoom meeting details to your attendees right through the app. It couldn't be simpler for churches.

Simply connect your Vanco Mobile account to your existing Zoom account. With Vanco Mobile and Zoom, you can welcome attendees to Bible study and other events on their devices. Find us in the [Zoom App Market](#).

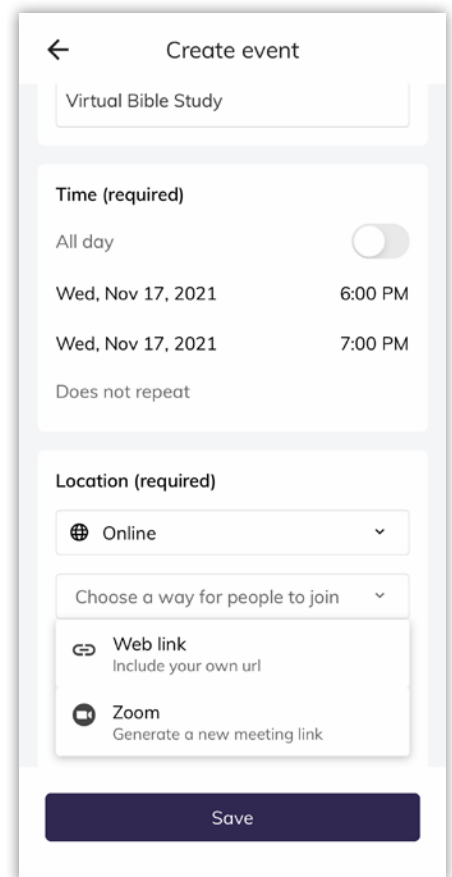
- 1 Select the plus sign from the event page to create a new event.



- 2 Enter event name, time and under location select either in-person or online.



- 3 Selecting online will allow the event creator to choose between web link or Zoom.



4 If Zoom is selected the event will either connect to the Zoom account the user has connected or walk the user through the short process of signing into their Zoom account.

5 After pressing save, your Vanco Mobile app users can now RSVP for your Zoom events in the same way they would for in-person or web events that use a link. The Zoom link will appear on the event page for easy access at the time of the event.

The screenshot shows the 'Create event' form with the following fields and options:

- Event name (required):** A text input field containing 'Virtual Bible Study'.
- Time (required):** A section with an 'All day' toggle (turned off), a date and time picker showing 'Wed, Nov 17, 2021' at '6:00 PM', and another date and time picker showing 'Wed, Nov 17, 2021' at '7:00 PM'. Below these is the text 'Does not repeat'.
- Location (required):** A dropdown menu with 'Online' selected, and another dropdown menu with 'Zoom' selected.
- Below the location dropdowns, it says 'Connected to abby.thompson@vancopayments.com. [Manage Zoom integration.](#)'
- A large dark blue 'Save' button is at the bottom.

The screenshot shows the event details page for 'Virtual Bible Study' with the following information:

- Event name:** Virtual Bible Study
- Date and Time:** Wednesday, November 17, 2021, 6:00 PM - 7:00 PM - CST
- Platform:** Zoom (with a Zoom icon and a link to 'Zoom'). Below it says 'Tap to view invitation'.
- RSVP Status:** 'You're going!' with a 'Change rsvp' button. Below it says '1 attendee'.
- Description:** 'Join us for our weekly virtual Bible study with Vanco Valley Community Church. We look forward to meeting with you.'
- Attendees:** A section showing one attendee's profile picture and a 'See all' link.