Breakout: Leveraging Technology in your Pack, Troop, Crew/Ship

**Meeting Host:** Zachary Fisher

**Presenters:** Graeme Payne, Craig Ficik

**Description:** Discussion on how you can use technology tools such as Google Hangouts Meet, Zoom, Microsoft to hold virtual unit meetings. Includes a review of key Scoutbook features for connecting and communicating with Scouts and families and tracking advancement.

**Agenda:**

- A brief introduction to the Zoom meeting platform
  - How to ask a question
  - The meeting is being recorded and will be available later to watch
  - Resources have been posted to PKO website
  - Microphones will be muted during the presentation and opened for discussion
- Overview of virtual meeting tools (Graeme to prepare slides)
  - Google Hangout Meet (Hangouts = Free) (Meets=paid for)
  - Zoom (including breakouts, security)
  - Microsoft Skype/Teams
  - Webex
- Tools for educators
  - Google Classroom
  - Office 365
- How to sign up for non-profit accounts (Craig to lead/prep slides)
- Planning a virtual meeting - following unit meeting planner (Troop Meeting Planner, Pack Meeting Planner)
  - Tips and best practices
  - Online games and fun (kahoot, scribble.io, rudi’s game)
  - Youth protection
- Troop meeting example - Graeme
- Pack meeting example (show DLE) - Craig
- Leveraging Scoutbook
  - Inviting Scouts and Parents
  - Scoutbook app
  - Marking advancements as completed
  - Using Scoutbook calendar and messaging
  - Merit Badge counselors (show help.scoutbook)
- Importance of keeping unit websites updated
- Open Forum
Resources to be provided:

Tech Soup presentation
Troop Meeting Planner
Troop Leader Resources
Pack Meeting Planner

Links:
Google Hangout Meets
Google Classroom
Zoom
Microsoft Skype
Microsoft Teams

A Model Troop Meeting Using Zoom (Graeme)

A Model Pack Meeting Using Google Hangouts Meet (Craig??)

Links:
Scoutbook
  - How to invite a Scout to Scoutbook
  - How MBC can connect to a Scout
  - A Parent Guide to Scoutbook

US Flag Video - https://www.youtube.com/watch?v=e1OamtlBHpa

Best practices for securing Zoom (John Chesser)

Link to Rudi’s games /site