

ACW Communities Hosted by 8x8 Video Meetings

FAQ

1. What time zone is the calendar in?
The calendar defaults to your time zone. If you are in the Central time zone, you'll see all the Meet-Ups in CST.
2. How do I create my Meet-Up?
Step 1: Go to <https://teamup.com/ksurbm85s6ijysd4eh> and double click on your preferred Virtual Meet-Up date.

Step 2: Complete the form with the name of your Virtual Meet-up, time, repetition, applicable category(ies), host name, short description, and click save.
3. How do I enter the 8x8 Video Meeting Link to my Meet-Up?
After you create your Meet-Up, an email is sent to the Administrator. The Administrator will create your 8x8 Video Meeting link within 12 hours after you create your Meet-Up.
4. Can I set a calendar reminder?
Yes. After the Meet-Up is created, right click on any Meet-Up and Share To Google or Outlook to add to your calendar.
5. Can I share my Meet-Up?
Yes! And we encourage you to do so! Right click on your Meet-Up (or any Meet-Up), hover over Share and share to Facebook, LinkedIn, Twitter, email, etc.
6. Can I edit my Meet-Up?
Yes, you should be able to edit your Meet-Up. If you have any issues or questions, please email Shawna.Reid@8x8.com.