

An illustration of a dark red laptop on a light blue background. The laptop screen is white and displays the title 'Clubhouse Beginner's Guide for Educators' in a bold, blue, sans-serif font. Below the title, it says 'by Angela Maiers' in a smaller, blue font. To the left of the laptop is a red pen holder containing a white pen, a red pen with 'MARK' written on it, and a black pen. To the right is a stack of four books in various colors (white, blue, red, white). There are also some white starburst icons scattered around the scene.

# Clubhouse Beginner's Guide for Educators

by Angela Maiers

I'm so glad you've decided to join me as an educator on Clubhouse! This guide will show you the basics, but you can always feel free to reach out to me personally as well.



*@angelamaiers*


## **Getting familiar with the home screen:**

When you open the app, you'll see your feed, aka the hallway! As you scroll, you'll see a bunch of rooms that you can join. Each room displays a title, the speakers, the listeners that you follow, and the number of people in the room.

## **To join a room:**

Simply tap a room in your feed to join it. When you join an open room, you automatically become part of the audience.

## To speak in a room:

If you'd like to go up on the stage and speak, tap the raise hand  button on the bottom right of your screen. If a moderator decides to bring you onto the stage, you'll have the ability to mute and unmute yourself. It's polite to be muted unless you are the one currently speaking.


## To invite friends into a room:

Press the + button  on the bottom right of your screen to ping users who follow you and invite them into the room!



## To leave a room:

If you decide you'd like to leave the room, tap the leave quietly button  on the bottom left.

## To make your own room (not scheduled):

On the home screen, tap the green start a room button  at the bottom of the screen. Here you'll have the option to choose what type of room you'd like to make and add a topic.

## To make your own room (scheduled):







Tap the calendar icon  at the top of the home screen, then tap the calendar + icon  at the top right. From here, you can add an event name, co-hosts and guests, a date and time, and a description. Once you're finished, tap publish at the top right.





## Types of rooms:

- Open - for everyone!
- Social - only for people the host follows
- Closed - for private conversations with people the host adds

## Icons on the home screen:

-  search for people and clubs
-  invite friends
-  see upcoming events
-  see your notifications
-  go to your profile where you can add a bio, connect social links, and adjust settings
-  see which of the people you follow are online

## Last tips:

- If you see a green house  next to some text, that is a club.
- The green star  next to a person's name means that they are a moderator.
- Users sometimes mute and unmute repeatedly to simulate clapping.
- Sometimes users will change their profile picture during an event as a way to share a photo with the room.

*Follow me for tips on clubs, terminology, tools, and more!*

@AngelaMaiers      & Clubhouse!

[www.angelamaiers.com](http://www.angelamaiers.com)