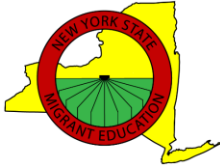


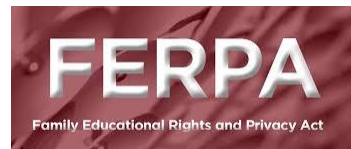
Participating in Virtual Meetings & Training



Join and Navigate ZOOM
Register, Prepare, Participate & Evaluate
NYS Website Mini Tour

ZOOM is HIPAA & FERPA Compliant

- The meetings are completely private.
- Zoom is a safe platform for our families.



Join a ZOOM Meeting:

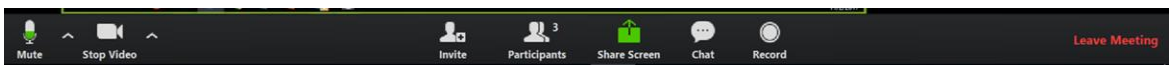
<https://www.youtube.com/watch?v=vFhAEoCF7jg>



Navigating ZOOM #1

Mute/Unmute

- Hover your mouse along the bottom of the screen
- Click on the microphone icon
- No slash means unmute
- With a slash means muted



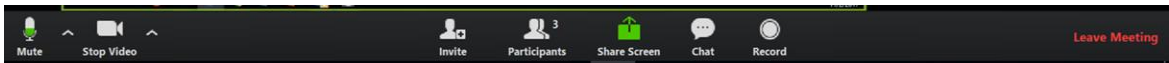
Start/Stop Video

- Hover your mouse along the bottom of the screen
- Click on the camera icon
- Your video will disappear when there is a slash through the camera
- Your video will appear when there is no slash

Navigating ZOOM #2

Engagement

- Hover your mouse along the bottom of the screen
- Click on Participants
- Raise hand
- Answer questions: yes, no
- Give feedback: go faster, go slower, thumbs up, thumbs down


Workshop Sign In

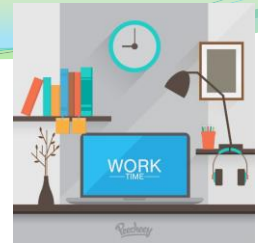
- Hover your mouse along the bottom of the screen
- Click on the chat box icon
- Type in your first and last name
- Type in the name of your METS

Other

- Chat with each other
- Change your view
- Leave meeting
- Share Screen

Prepare for a Virtual Meeting

- Register & mark your calendars!
- Do you need help signing on? Call me. 
- Location: quiet background, ability to talk.
- Seeing each other during group discussion times is important for the presenter & others.
- Mute to minimize background noise.
- Print materials as needed/wanted for your participation. Pay attention to any special instructions given in the connection information.



REGISTRATION & EVALUATION PROCESSES



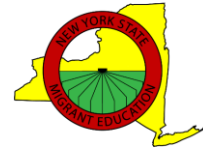
Registration

- Descriptions and information
- Dates and times
- Provide correct email
- Changes to registration
- Troubleshooting



Connection Email

- Materials/Resources
- Instructions
- Connection information



Evaluation

- Qualtrics
- Feedback is appreciated and shared monthly with SST

Website Mini Tour

nysmigrant.org

Home

Log in



[ABOUT](#)
[ADVOCACY](#)
[SERVICES](#)
[RESOURCES](#)
[NEWS](#)
[CONTACT](#)