

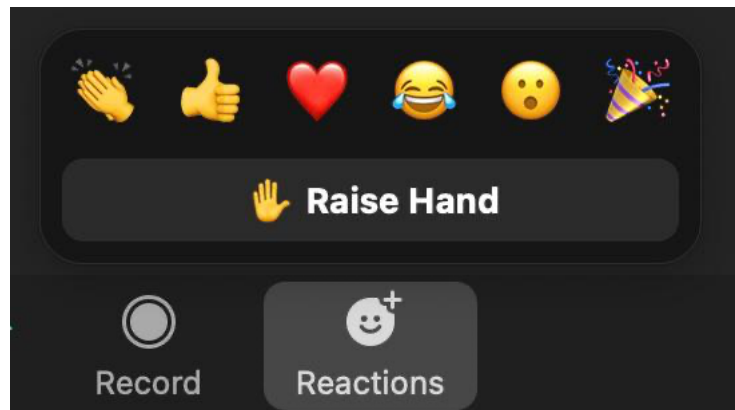
## Quick Guide to Zoom Meeting Interactions

*Please note:* All sessions will be recorded and posted to the private Executive Committee Facebook Group.

Please **MUTE** yourself during sessions unless recognized to speak or asked to unmute.

Questions during Listening Sessions may be sent via the Chat function to Hanns Lessing, who will be assisting the moderator.

Raising your hand while on video is acceptable to be recognized or to vote. However, it is highly recommended that the “Raise Hand” function (see below) be used instead. Once you have clicked on “Raise Hand” a “Lower Hand” button will appear which you should also use when finished.



The other “Reactions” that will be used are:

The HEART to signal appreciation or warmth.

The OPEN MOUTH FACE to signal hesitation or coolness.

The PARTY TIME CONE (far right) to signal no further discussion is necessary.