Area 15 Hybrid Assembly

Audio Accessibility

DELEGATE REVIEWS BUSINESS MEETING

In-person using Zoom access

Step 1: Please register in advance online at area15aa.org/register

- This will help us rename you and quickly admit you and others into the meeting.

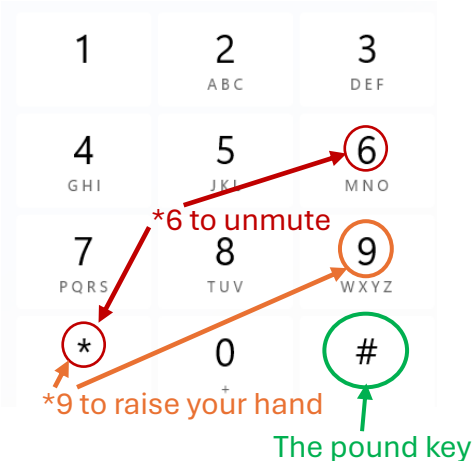
Step 2: Join the meeting on Zoom

a) Dial the Zoom call-in number **(305) 224-1968**

b) When prompted, key in the meeting ID followed by the pound key **851 5986 2904#**

c) When prompted to enter your participant number followed by the pound key, **you don't have a participant number,** simply enter the pound key (#)

d) You will hear a message that you have entered the waiting room.



e) When admitted you might be put in a breakout room.

f) If you have registered in advance, you will be renamed and put in the main room before the meeting.

- Press *9 if asked to raise your hand to indicate you have registered
- Press *6 if asked to unmute yourself.

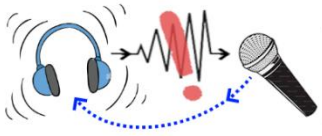
Step 3: Participating in the meeting

a) If you are attending in-person, participate in person. This includes:

- Raise your hand to vote (or anonymous ballot for an election)
- Go to the microphone if you wish to speak (reports, questions, debate)



When speaking at the microphone, turn down your hearing volume (ear buds, hearing aids, etc.). If your volume is too loud, it could cause severe feedback.



Please use your own cell signal to dial in. Hotel Wi-fi has limited bandwidth.