

EVENT LOGISTICS

Please note, when the presentation part of the session begins, everyone will be muted except for the presenters to avoid background noise and/or audio feedback.

1. Make sure you are in “grid view” by going to the top right corner of your event screen and selecting it.
2. For sessions with ASL interpreters, our Host will pin the interpreters on the main screen. You must have your screen in “grid view” to see a large image of the interpreters.
3. After our introductions, we will introduce a conversation topic and invite people to respond by “raising their hand” **or** by responding in the chat panel.
4. If you’ve dialed in by phone, raise your hand by dialing *3.
5. If you’re participating by internet, you can “raise your hand” by hovering next to your name and click on the hand icon. (Click the icon a second time to un-raise your hand.)
6. Those participating by internet can also access the chat panel by clicking on the speech bubble icon.

