

## Joining the Virtual Session via ZOOM Webinar

If this is your first time using any ZOOM product, download the ZOOM desktop client or mobile app from this link: <https://zoom.us/download>

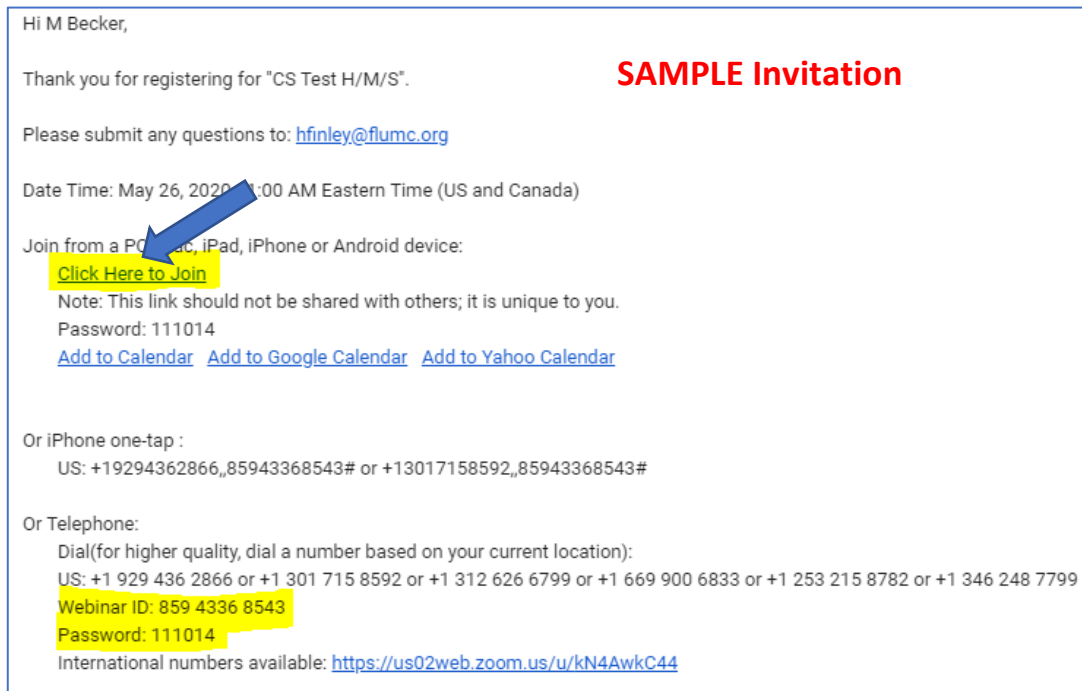
- Alternatively, once you click on the webinar link you should be asked to download the app to your device

### Register with ZOOM to receive link to the AC Session

To maintain the bar of the Annual Conference, only voting members to Annual Conference will be allowed into the webinar. We invite all others to join by livestream which will be available on the conference website ([www.awfumc.org](http://www.awfumc.org)). To register, click the link on the conference website for Annual Conference 2021. After registering, you will receive a confirmation email. Once your voting credentials have been verified, you will receive a second email with your unique link to the webinar.

### Using a Webinar Link to Join

1. Click on the link provided in the email for the event - SEE SAMPLE INVITATION BELOW



Hi M Becker,

Thank you for registering for "CS Test H/M/S".

Please submit any questions to: [hfinley@flumc.org](mailto:hfinley@flumc.org)

Date Time: May 26, 2020 11:00 AM Eastern Time (US and Canada)

Join from a PC, Mac, iPad, iPhone or Android device:

[Click Here to Join](#)

Note: This link should not be shared with others; it is unique to you.  
Password: 111014  
[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Or iPhone one-tap :

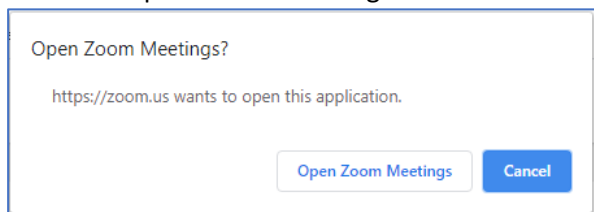
US: +19294362866,,85943368543# or +13017158592,,85943368543#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):  
US: +1 929 436 2866 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799  
Webinar ID: 859 4336 8543  
Password: 111014  
International numbers available: <https://us02web.zoom.us/j/kN4AwkC44>

**SAMPLE Invitation**

2. Click "Open ZOOM Meetings" if asked



Open Zoom Meetings?

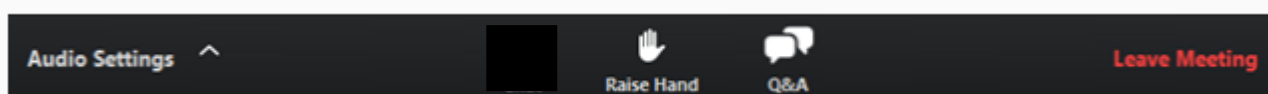
<https://zoom.us> wants to open this application.

[Open Zoom Meetings](#) [Cancel](#)

### Once in the Webinar

The tool bar will be at the bottom of your screen on a computer. You may need to move your mouse to see it. On a phone some controls are at the bottom of the screen, others may be on the top. Touch your screen to see the toolbar.

In the tool bar, you can change and test your audio settings. By default, the organizer will have muted all attendees.



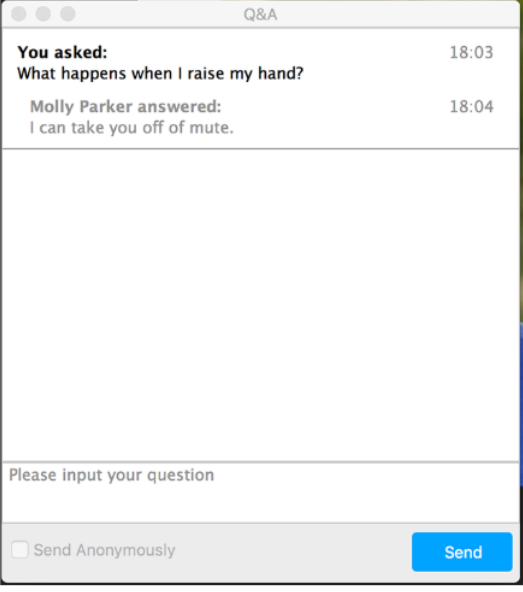
We will not be using the Chat or Raise Hand feature.

You can enter questions using the Q&A feature

Use the Q&A if you request to speak – please state question and desire to speak

To ask a question:

1. Type your question into the Q&A box. Click **Send**.  
**Note:** Check **Send Anonymously** if you do not want your name attached to your question in the Q&A.
2. If the host replies via the Q&A, you will see a reply in the Q&A window.



The screenshot shows a window titled "Q&A". It displays a question: "What happens when I raise my hand?" asked at 18:03. Below it, an answer is shown: "Molly Parker answered: I can take you off of mute." at 18:04. At the bottom of the window, there is a text input field with the placeholder "Please input your question", a checkbox labeled "Send Anonymously", and a blue "Send" button.

## Polling

If you are using a phone, you will need to download the ZOOM app in order to submit polls.

**Audio callers are not able to vote.**

Click your answer choice

Click submit

## Additional Help

<https://support.zoom.us/hc/en-us/articles/115004954946-Joining-and-participating-in-a-webinar-attendee->