## Zoom webinar

## To Participate in the Webinar:

- 1. Download the Zoom app on your computer, tablet, or smartphone.
  - The computer app can be downloaded here: https://us02web.zoom.us/client/latest/ZoomInstaller.exe
  - The tablet or smartphone app can be found in the app store on your device.
- 2. On the meeting date, login to the webinar by following the link posted on <u>www.trpa.gov</u> under the Governing Board calendar event of the day.
- 3. At the appropriate time for public comments, you will be able to "raise your hand" by clicking on the Hand icon located on the bottom of your Zoom screen OR by dialing \*9 if you are on your phone. With your hand raised, a TRPA staff member will unmute you and indicate that you can address the Committee.



4. In order to be unmuted, you have to **be connected to audio** either through your computer (provided it has a microphone) or utilizing your phone as a microphone/speaker. You can manage your audio settings in the tool bar at the bottom of the Zoom screen.

If you do not have the ability or access to register for the webinar, TRPA is happy to pre-register you for and provide you with dial-in instructions. Please contact TRPA admin staff at <u>virtualmeetinghelp@trpa.org</u> or call (775) 588-4547.