



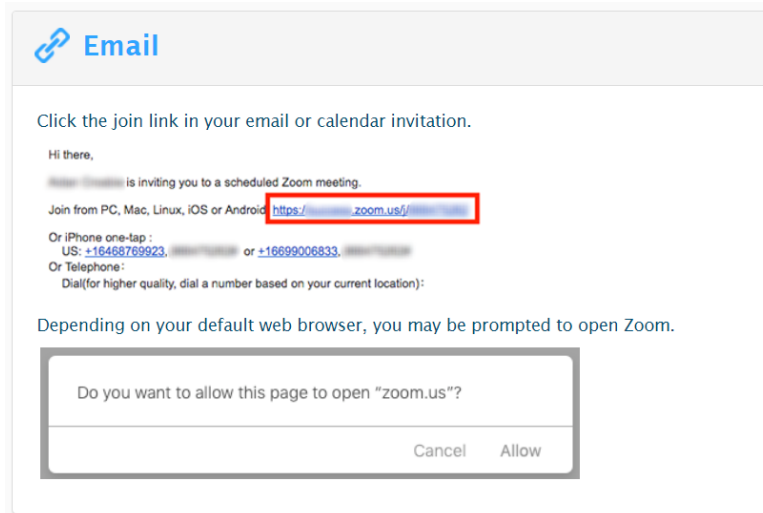
## ZOOM TUTORIAL

### 1. How to join Zoom session

Please see this link for additional details: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-meeting>

If you registered, you should have received an email. Please click the link in the email a few minutes before the meeting starts. If you are using a mobile device, please download the Zoom app prior to the meeting.

You will be directed to a Waiting Room. The host will open the meeting at the appointed time. Please contact [XYZ@XYZ.com](mailto:XYZ@XYZ.com) if you have issues logging in.



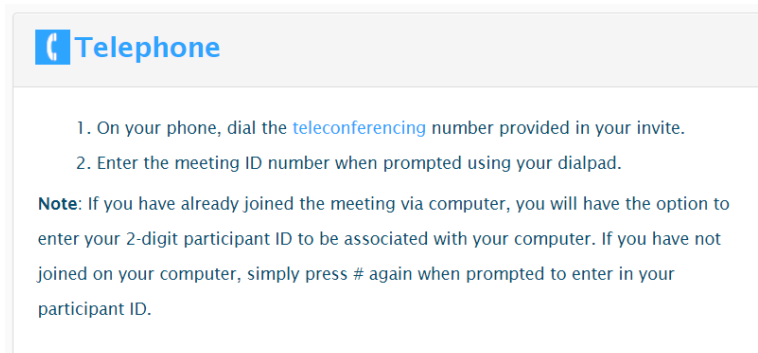
If you wish to call in, please follow the instructions below. Note that you will not be able to see the presentation or ask questions through the chat function, when calling in.

AUBURN

BOSTON

PORTLAND

PORTSMOUTH



[harriman.com](http://harriman.com)

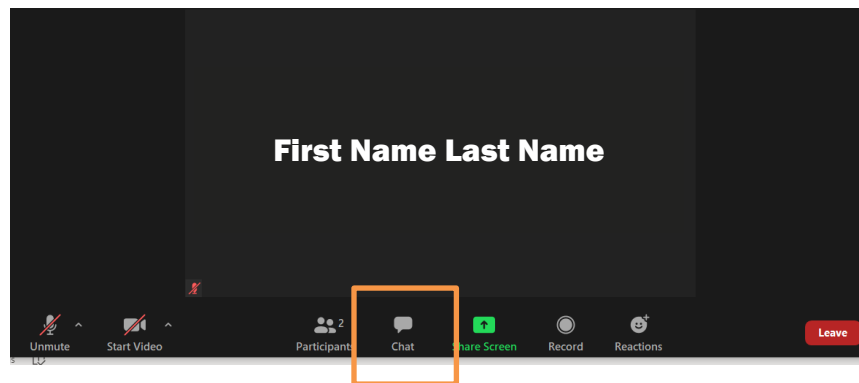


## 2. How to use the Chat function to ask questions during the meeting

Due to the large number of participants in the virtual public meeting, all participants will be muted upon entry. If you have a question or would like to provide feedback, please send it through the chat function.

Please see this article for additional details: <https://support.zoom.us/hc/en-us/articles/203650445-In-meeting-chat>

**Desktop** (note that yours may look different. Sometimes you may need to click “More” in your Zoom task bar to see ‘Chat’ as an option) Generally, if you cannot find it, you will see the Chat function appear as a pop-up once the host sends a message to everyone.





**Mobile** (the screenshots are taken from an iPhone X - note that yours may look different, depending on platform and device)

