**Zoom Tips for Virtual School Health Advocacy Day**

**August 5, 2020**

We are so excited for you to participate in CSHA’s first ever Virtual Advocacy Day! To prepare for the day, here are some important tips for using Zoom for our virtual “rally” and legislative visits.

* If you do not already have one, please download the Zoom app and sign up for a free account on <https://zoom.us/signup>, **using the same email account** you used to register for Advocacy Day.
* We strongly encourage you to join the Zoom session on a computer or laptop. This will help us break participants into breakout rooms for the visits.

**Joining the Zoom session**

1. Click on the Zoom link on your PC, Mac, iOS, or Android device (computer/laptop is recommended) and enter the password
   * Or join by entering the Meeting ID and password on the Zoom app
   * If you’re unable to join on a computer, tablet, or smartphone, you may join via phone using the provided telephone number and Meeting ID. When you connect, please inform the host of your name, so that they can change your participant name
2. You can choose to connect to audio using your computer audio or phone

**Once in the Zoom session**

* If you’re new to Zoom, take a moment to review [information about the attendee controls](https://support.zoom.us/hc/en-us/articles/200941109-Attendee-controls-in-a-meeting) while you’re in the meeting.



* Please make sure your name matches the name you used when you registered. Here is info about [how to change your name](https://teaching.nmc.edu/knowledgebase/changing-your-name-in-a-zoom-meeting/) if needed.
* Make sure you are in a well-lit, quiet room with little distractions or background noise
* We strongly recommend that you turn on your video camera for the legislative visits so that the meetings can be as engaging and interactive as possible, but it is not mandatory.
* We understand that sometimes WiFi/internet connections become unstable. If you become disconnected during the session, please log back in as soon as you can, and the host(s) will try to place you back into your assigned room.