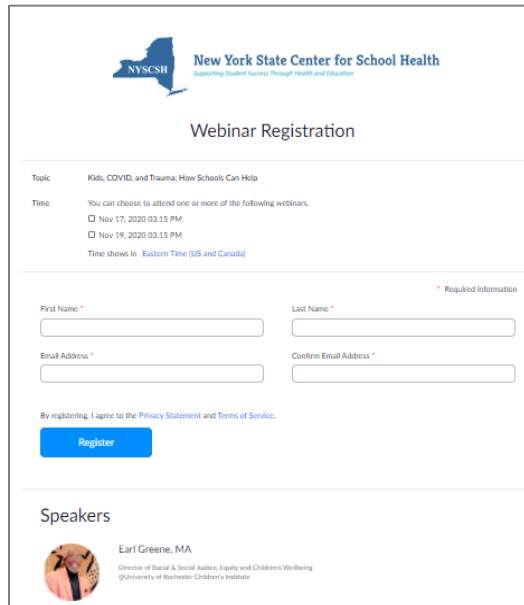


NYSCSH Overview of How to Participate In a Zoom Webinar

Respond to the invite to register for the webinar

Fill in your first & last name, email, and choose your preferred date. Click **Register**



The registration form includes the NYSCSH logo and title, a topic section, a time selection section with radio buttons for Nov 17 and Nov 19, 2020 at 03:15 PM, and a registration section with fields for First Name, Last Name, Email Address, and Confirm Email Address. A 'Register' button is located below the form. A 'Speakers' section at the bottom features a profile picture and name for Earl Greene, MA, with his title and affiliation.

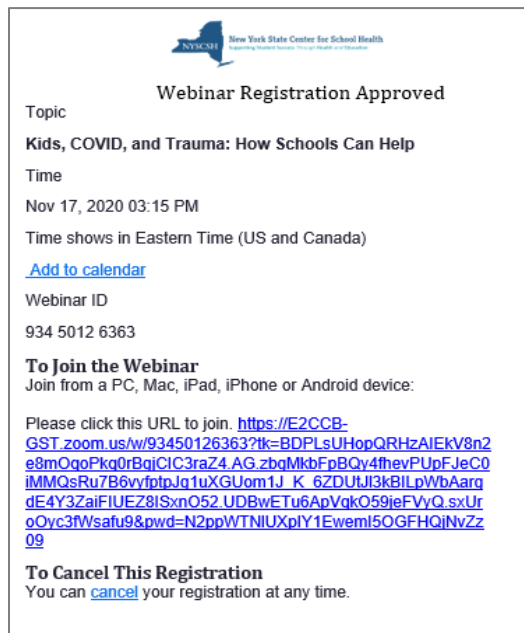
You can choose to attend one or more of the following webinars.

Nov 17, 2020 03:15 PM

Nov 19, 2020 03:15 PM

Time shows in [Eastern Time \(US and Canada\)](#)

You will receive a Registration Approval with your chosen date and time. Add it to your calendar



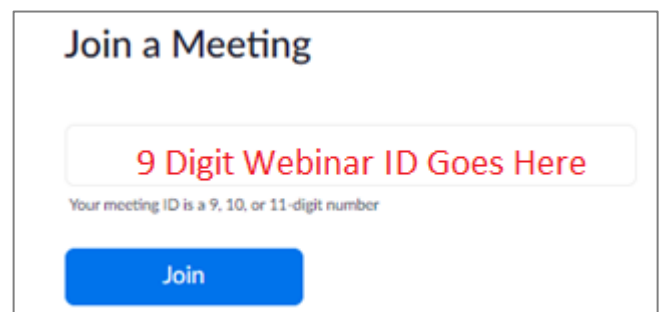
The confirmation page displays the NYSCSH logo, the topic 'Kids, COVID, and Trauma: How Schools Can Help', the time 'Nov 17, 2020 03:15 PM', and the time zone 'Eastern Time (US and Canada)'. It includes a link to 'Add to calendar', the Webinar ID '934 5012 6363', and instructions on how to join the webinar from a PC, Mac, iPad, iPhone, or Android device. A long URL is provided for joining. It also includes a section for 'To Cancel This Registration' with a link to 'cancel' the registration.

To Join the Webinar

Click the link in the registration confirmation email on the date and time of the webinar.

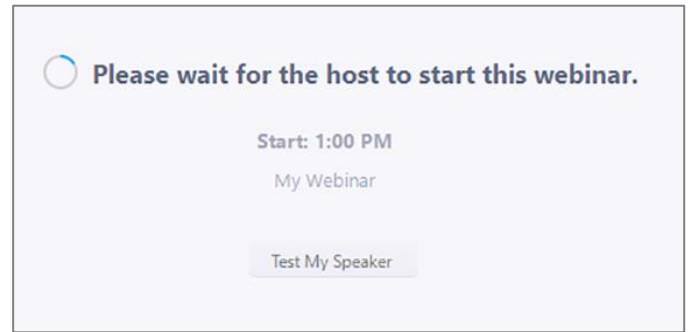
Sign in to the Zoom.

1. Enter the **9-digit webinar ID** and click **Join** or tap **Join Meeting**.
2. If prompted, enter your name and email address, then click **Join Webinar** or tap **Join**



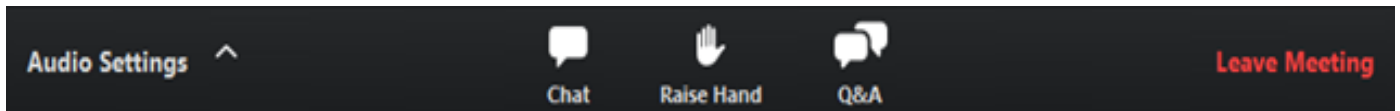
The interface shows a 'Join a Meeting' header, a large input field containing the text '9 Digit Webinar ID Goes Here', and a note below stating 'Your meeting ID is a 9, 10, or 11-digit number'. A blue 'Join' button is positioned at the bottom.

If the webinar hasn't started. You will see this:



Webinar Controls

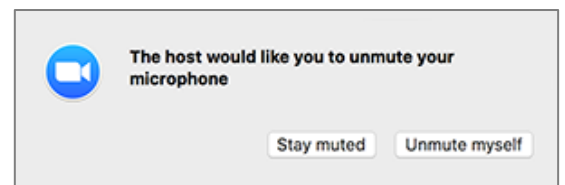
You can virtually raise your hand, submit questions in Q&A, and send messages to others. You may have additional controls not shown here. Attendee controls won't be available if the host disables them.



Audio Settings are only visible if the host hasn't permitted you to talk.

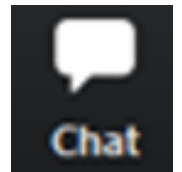
Click the upward arrow (^) next to audio settings to change your speaker and audio settings.

Unmute/Mute: If the host permits you, you can unmute and talk during the webinar. All participants will be able to hear you. If the host allows you to talk, you will receive a notification.

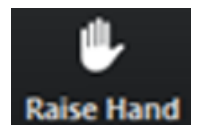


Chat Allows you to send chat messages to the host, panelists, and (attendees if permitted). depending on what chat permissions the webinar host has allowed. [Read about all attendee controls.](#)

- In your controls at the bottom window, click or tap **Chat**.
- When you click on chat, the chat window will appear. It will be on the right if you are not in full screen. If you are in full screen, it will appear in a window that you can move around your screen.
- Type your message and press **Enter** to send it.
- Send the message by clicking on the drop down next to **To**.
- If you do not have the chat window open when you receive a chat message, a notification will show at the bottom of your screen
- If the host has disabled Attendee chat, you will still be able to view messages sent by the host and panelists.

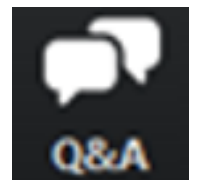


Raise Hand: Raise your hand in the webinar to indicate that you need something. Many webinar hosts use this feature to know if an attendee has questions and would like to speak out loud.



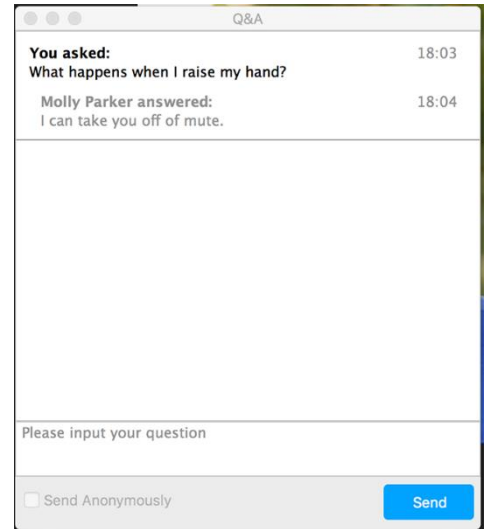
Question & Answer: Open the Q&A window to ask questions of the presenters

- To ask a question: Type your question into the Q&A box. Click Send.
- If you do not want your name attached to your question in the Q&A- check Send Anonymously.
- They can either reply to you via text in the Q&A window or answer your question live (verbally).

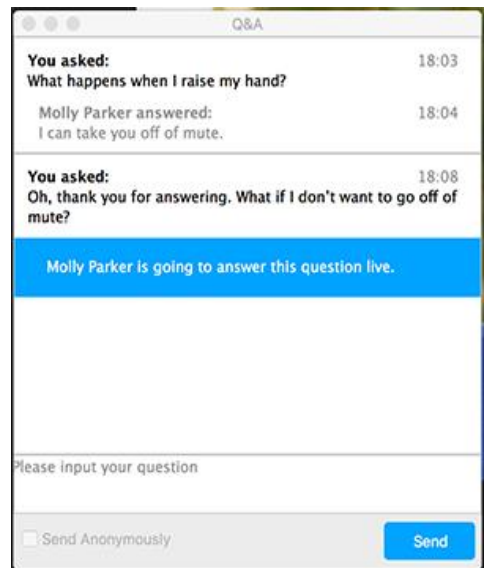


Question & Answer

If the host replies via the Q&A, you will see a reply in the Q & A window.



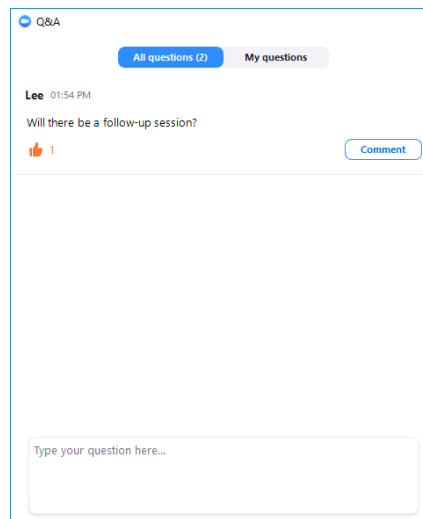
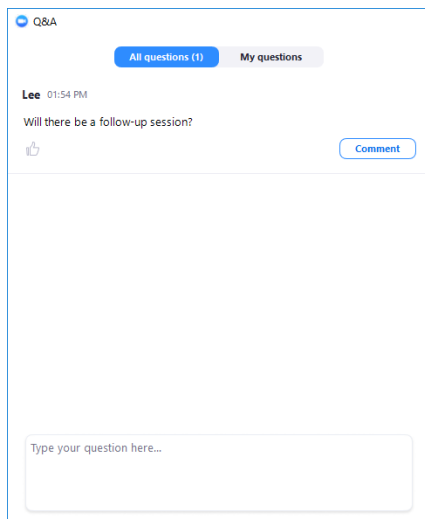
If the host answers out loud, you will see a notification in the Q & A window.



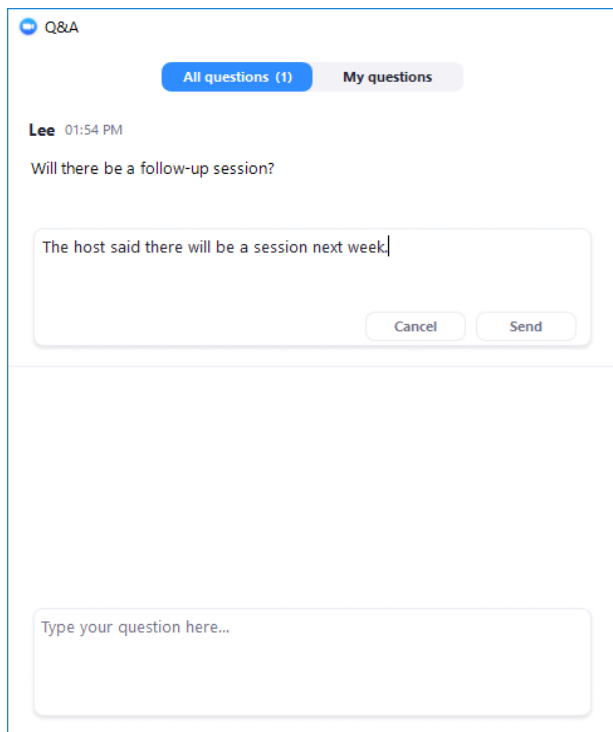
You can like or comment on other attendee's questions.

This helps the host or participant identify popular questions, especially in a webinar with many attendees.

- Click the thumbs up icon to like a comment. The number beside the icon is the number of likes the question has received so far.
- Click the red thumbs up icon to unlike a comment.



Click Comment to write a reply to a question. Type your comment and click Send. Your comment will appear beneath the question



The screenshot shows a Q&A interface. At the top left, there is a blue circle with a white question mark icon and the text "Q&A". Below this, there are two tabs: "All questions (1)" in a blue box and "My questions" in a grey box. The main content area shows a question from a user named "Lee" at "01:54 PM": "Will there be a follow-up session?". Below the question is a text input field containing the reply: "The host said there will be a session next week". To the right of the input field are two buttons: "Cancel" and "Send". At the bottom of the interface, there is a large text input field with the placeholder text "Type your question here..."

Leave meeting:

Click Leave meeting to leave the webinar at any time. If you leave, you can rejoin if the webinar is still in progress and the host has not locked the webinar.

