

HOW TO ZOOM

Tips for Accessing & Using Zoom for DS Task Force & Workgroup Meetings



All meetings are recorded.



Interpretación en español: haga clic en el globo blanco en la parte inferior de la pantalla con la etiqueta "Interpretation." Luego haga clic en "Spanish" y seleccione "Mute original audio."



ASL Interpreters are on spotlight and you may have the ability to pin the interpreters. Depending on your device, this may mean that sometimes you cannot see the presenter.



All presentations have English closed captioning.



Audio and video is automatically off for attendees. Audio and video is on for panelists and DDS staff.



Chat is only activated for panelists. Presenters and DDS staff may share some information through the chat during the webinar.



All participants have access to the Q&A function. DDS staff will monitor the Q&A and will provide comments/answers live when possible or follow-up emails.



Panelists can use the raise hand feature when they need to speak.



Features may vary depending on the version of Zoom and device you are using. Some features like polling are not available for telephone-only users.



At the end of the meeting, you may be prompted to complete an optional survey.



Materials are available at: <https://www.dds.ca.gov/initiatives/ds-task-force/>



Submit written comment via email to DSTaskForce@dds.ca.gov