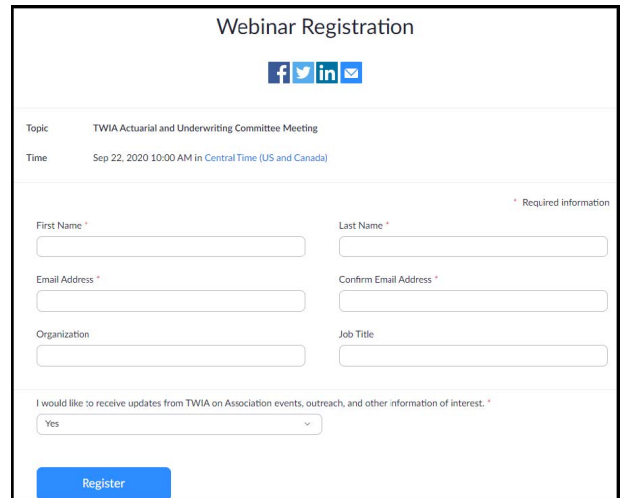


# Accessing the TWIA Actuarial & Underwriting Committee Meeting


If you wish to make public comment during the TWIA Actuarial & Underwriting Committee Meeting, you must attend the meeting via Zoom, a virtual meeting platform. This document shows you how to register for and make public comment during the meeting. The agenda and all broadcast options for the meeting are available at [www.TWIA.org](http://www.TWIA.org).

### How to Register for the Meeting via Zoom:

- Click [here](#) to register for the Committee meeting via Zoom.
  - Note: You may access the meeting from a desktop computer, laptop, or mobile device.
- Complete the fields on the form. Ensure your email address is correct.
- Click on the *Register* button to complete your registration.



**Webinar Registration**



Topic: TWIA Actuarial and Underwriting Committee Meeting

Time: Sep 22, 2020 10:00 AM in Central Time (US and Canada)

\* Required information

First Name \*

Last Name \*

Email Address \*

Confirm Email Address \*

Organization

Job Title

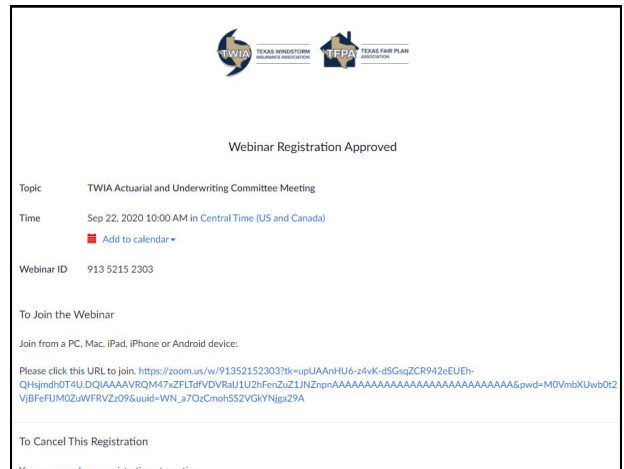
I would like to receive updates from TWIA on Association events, outreach, and other information of interest. \*

Yes

**Register**

### Meeting Registration Continued:

- After clicking the *Register* button, you will be taken to a registration confirmation web page.
  - If registering prior to the meeting, you can add the meeting information to your calendar by clicking on *Add to calendar*. You will also receive a confirmation email from TWIA/TFPA Meetings which includes links to join the meeting or add it to your calendar.
  - If registering the same day or during the meeting, you can click on the web page link next to the words "Please click this URL to join" to access the meeting broadcast.



**Webinar Registration Approved**

Topic: TWIA Actuarial and Underwriting Committee Meeting

Time: Sep 22, 2020 10:00 AM in Central Time (US and Canada)

■ [Add to calendar](#)

Webinar ID: 913 5215 2303

To Join the Webinar

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join: [https://zoom.us/j/91352152303?tk=upUAAnHU6-z4K-dSgqZCR942eUEh-QHsjndh0T4U.DQIAAAAVRQM47xZFLTfjVDVfRaJ1U2hFenZuZLJNZnpnAAAAAAAAAAAAAAAAAAAAAAAAAAAA&pwd=M0VmbXUw60ZVjBFfJfJMDZuWFRVZz09%uud=VN\\_37OzCmoH5S2VGKYNjpx29A](https://zoom.us/j/91352152303?tk=upUAAnHU6-z4K-dSgqZCR942eUEh-QHsjndh0T4U.DQIAAAAVRQM47xZFLTfjVDVfRaJ1U2hFenZuZLJNZnpnAAAAAAAAAAAAAAAAAAAAAAAAAAAA&pwd=M0VmbXUw60ZVjBFfJfJMDZuWFRVZz09%uud=VN_37OzCmoH5S2VGKYNjpx29A)

To Cancel This Registration

You can [cancel](#) your registration at any time.

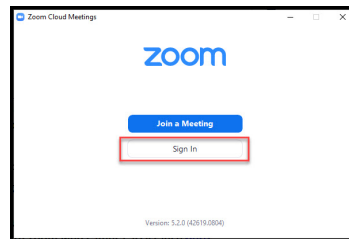
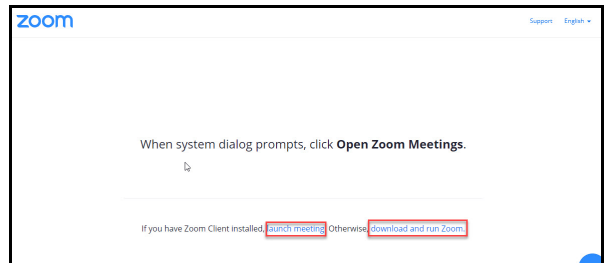
If you have any technical issues or additional questions, please email TWIA at [Meetings@TWIA.org](mailto:Meetings@TWIA.org).

### Viewing the Meeting via Zoom:

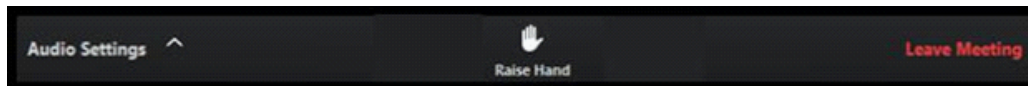
- After you click the link to join the meeting, steps 1 and 2 *may* occur, depending on your previous usage of Zoom.

Step 3 means you have entered the meeting.

- 1) Follow the prompts to download Zoom if you have not installed it prior to the meeting.
- 2) Log in to the Zoom system.
- 3) The Zoom meeting screen will appear. You may see a screen that states "Please wait for the host to start this meeting" if the meeting has not started.



- A Zoom Control Panel will appear at the bottom of your screen.



- Click the ^ near Audio Settings to test your speaker and change audio settings. You can find more Zoom audio assistance [here](#).
- You can also change the layout of shared web cameras from Active Speaker, Gallery Strip, or Gallery Grid using the menu at the top of your screen. You can find more Zoom web camera assistance [here](#).



### Making Public Comment:

- When the moderator opens the Public Comment section of the meeting, you will use the Raise Hand Feature to indicate you would like to make a comment.
  - a) If listening on your computer, click the Hand Raise feature on the Zoom Control Panel. (see Hand Raise icon in the image above)
  - b) If listening on a touch tone telephone, press \*9 to indicate your hand is raised.
- The moderator will call on each public speaker and unmute them. Zoom will send you a prompt to approve being unmuted by the moderator.
  - a) If listening on a computer, a box will appear stating "The host would like you to unmute." Select the Unmute button to activate your microphone.
  - b) If listening on a touch tone telephone, press \*6 to activate your microphone.
- When your comment is completed, the moderator will remute you.

If you have any technical issues or additional questions, please email TWIA at [Meetings@TWIA.org](mailto:Meetings@TWIA.org).