



Accessing the TWIA Board of Directors Meeting

This document shows you how to access the TWIA Board of Directors (BOD) Meeting hosted on Zoom, a virtual meeting platform. You may click [here](#) to view the meeting agenda and access the broadcast information for the meeting on www.TWIA.org.

1. Click [here](#) to access the TWIA BOD Meeting on the date of the meeting. A web page may appear with a registration screen prior to entering the Zoom Webinar. Complete the required fields (Incl. Name and Email Address). Make sure the email address entered is correct. Then, click on the *Join Webinar* button.

Finish registration to join the webinar.

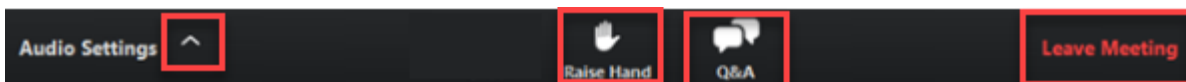
Your Name: Molly Parker

Your Email:

Cancel Join Webinar

Note: You may join the meeting from a desktop computer, laptop, or mobile device. Desktop is recommended to view more web cameras at one time.

2. Once you click the Join Webinar button, you will join the webinar in a listen-only mode. This Zoom Control Panel will appear at the bottom of your screen.



1. Click the ^ near Audio Settings to test your speaker and change audio settings. You can find more Zoom audio assistance [here](#).
2. Click the Raise Hand feature if you wish to make 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. The moderator will call on each public speaker, unmuting them for their comment, then muting them back once their comment is completed.
 - Click the Q&A feature to type a question to the meeting moderator. If you experience technical difficulties during the webinar, you can type your issue in the Questions Box, and the moderator can assist you.
3. You can also change the layout of shared web cameras from Active Speaker, Gallery Strip, or Gallery Grid. You can find more Zoom web camera assistance [here](#).



If you have any additional questions, please email TWIA at Communicationsmail@TWIA.org.