

California Complete Count Committee September 1, 2020 Zoom Webinar Instructions



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Webinar ID: 961 0892 2742

International numbers available: https://zoom.us/u/abcWKAOYDU

Zoom Public Participation Guidelines:

Video Feed and Muting: All attendees will automatically be muted and video feed disabled upon entry.

Public Comment: The facilitator will provide time for public comment at the end of each agenda item and at the end of the meeting:

- Step 1: write "PUBLIC COMMENT:" in the Zoom chat, so the facilitator can see you have a comment or question. If you want, you can also write out your question in the chat, but that's not required.
- Step 2: Wait at least 2 minutes for the facilitator to see your chat message and call on you to speak.
- Step 3: Once you have been unmuted, ask your question.
- Step 4: Mute yourself again once you're done discussing with the facilitator.

Written public comment will be accepted prior to the meeting, during the meeting, and up to one day following the meeting. Written comment may be submitted by email to <u>info@census.ca.gov</u>, by using the chat function during the meeting, or by mail at: California Complete Count – Census 2020 400 R Street, Suite 359 Sacramento, CA 95811

**Disruptive behavior can result in removal, so please be courteous and respectful of attendees and speakers.

This meeting will also be Closed Captioned. To enable the Closed Caption feature on Zoom, please follow the instructions on the following page.



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Instructions for Enabling Closed Captioning Feature on Zoom

1. Closed Caption will appear in the meeting control box. Select it



2. After selecting Closed Caption, the captioning will appear at the bottom of the screen.



3. To see the full transcript, click on the up arrow next to Closed Caption and select "View Full Transcript"



4. To change the size of the caption, click on "Subtitle Settings" in the same menu and you can adjust the size.