









Quick guide for joining Commission hybrid meetings

We are moving from WebEx to Zoom. Same meeting, same community space ... just a new virtual room.

<p style="text-align: center;"></p> <p style="text-align: center;">1. Join with the link</p> <p>Click the Zoom link in the agenda or meeting notice. No registration is needed unless the notice says otherwise.</p>	<p style="text-align: center;"></p> <p style="text-align: center;">2. Start on mute</p> <p>Please keep your mic muted until it is your turn to speak. This keeps the audio clear for everyone.</p>	<p style="text-align: center;"></p> <p style="text-align: center;">3. Public comment</p> <p>When public comment opens, use Raise Hand. Staff will call on speakers and help with unmuting.</p>
<p style="text-align: center;"></p> <p style="text-align: center;">4. Chat + helpful links</p> <p>Chat may be used for meeting links, reminders, or support. Please keep comments respectful and meeting-related.</p>	<p style="text-align: center;"></p> <p style="text-align: center;">5. Captions + access</p> <p>Look for CC or Show Captions. For interpretation or other access needs, contact staff as early as possible.</p>	<p style="text-align: center;"></p> <p style="text-align: center;">6. Quick fixes</p> <p>No sound? Click Join Audio. Video issue? Click Start Video. Connection trouble? Leave and rejoin, or call in by phone if listed.</p>

Mute/Unmute	Start Video	Raise Hand	Chat	Captions
Bottom left	Bottom left	Reactions or More	Toolbar	CC / Show Captions

Quick reminder: Zoom is just the room. Your voice and participation are still the most important part.

Questions? Email hivcomm@lachiv.org or check the meeting notice for call-in details.