

Participant

- Download Zoom app
- Test your technology before the session
- Remove possible background distractions and noise (a headset may offer better audio)
- If using a phone line, ensure audio clarity and stability
- Turn on your video whenever possible
- Ensure adequate lighting so you can be seen; backlighting is better than front light
- Arrive on time and commit to the time free from distractions; be fully present
- Rename yourself with first and last name, District # and club name
- Silence all devices and mute yourself when not talking
- Respect confidentiality ... “What is said in the room stays, what is learned in the room leaves.”
- Listen actively and with an open mind
- Ask for what you need & ask questions without judgement
- Make sure to look into the camera