

**MAKING THE MOST OF**

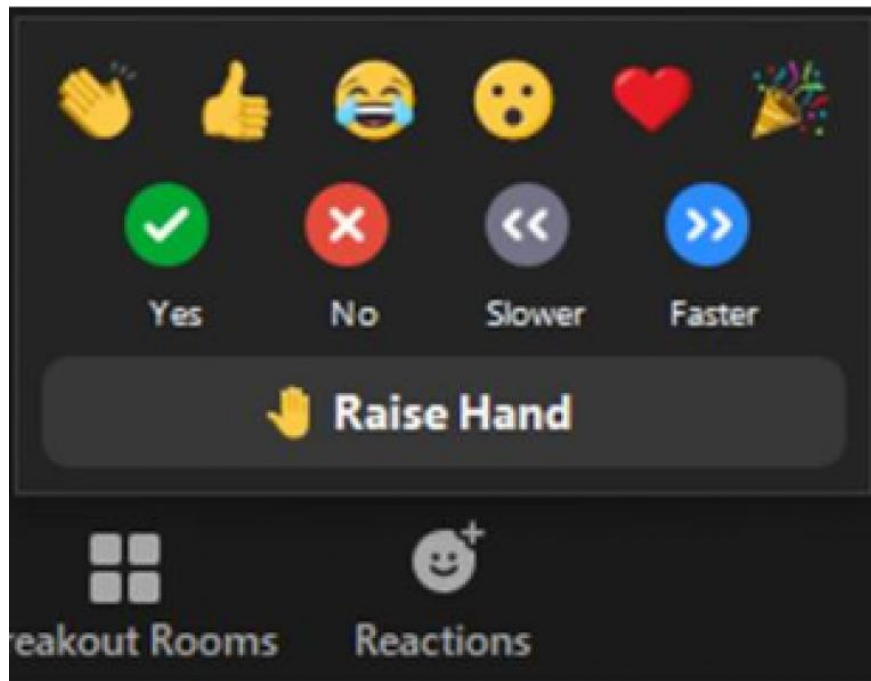


Heather Pontonio, Emily Hall Tremain Foundation, AFN Steering Committee member

# AGENDA

- **Transcript/Closed Captioning**
- **Zoom Help Desk**
- **Spotlight/Pin**
- **Phone Codes**
- **Zoom on the web vs. Zoom on the app**
- **Zoom Updates**
- **Turning Off Self View**
- **Variety of Ways to Poll**
- **Meeting Reactions and Non-Verbal Feedback**
- **Screen Sharing**
  - Viewing more participants
  - Annotate
- **Host Controls and Meeting Management**
  - Participants tab
  - Chat
  - Screen gallery view
- **Breakout Rooms**
- **Waiting Room**
- **Self-Care**






# NON-VERBAL REACTIONS



## 15 seconds

	Clapping Hands
	Thumbs up
	Heart
	Tears of Joy
	Open Mouth
	Party Popper

## Until removed






	Yes
	No
	Slower
	Faster
	Raise/Lower Hand

# POLL

## 15 seconds

	Clapping Hands
	Thumbs up
	Heart
	Tears of Joy
	Open Mouth
	Party Popper

## Until removed

	Yes
	No
	Slower
	Faster
	Raise/Lower Hand



I attend some meetings



I am in a Zoom meeting almost every day



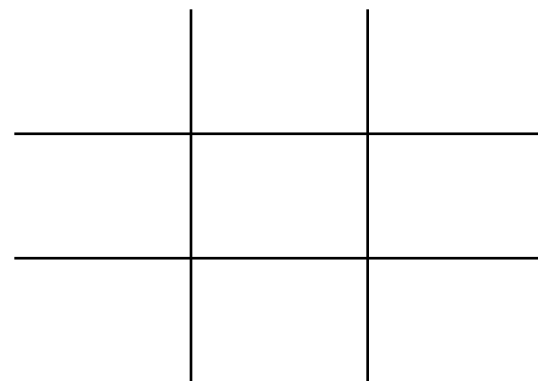
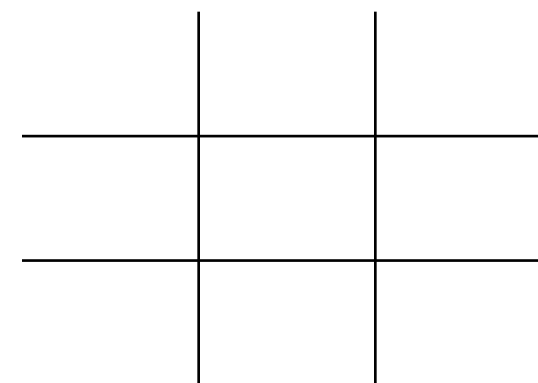
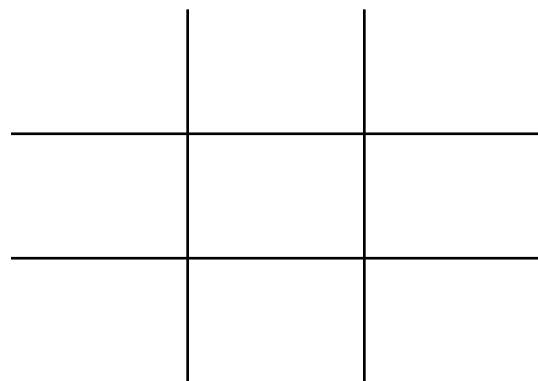
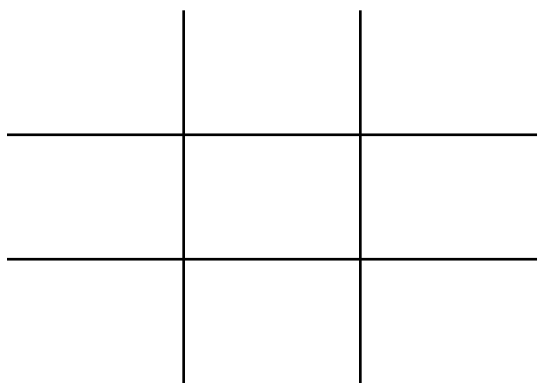
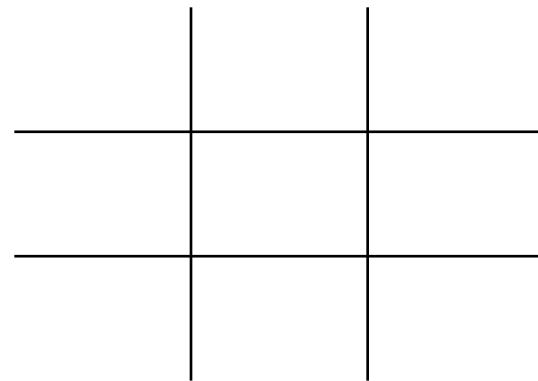
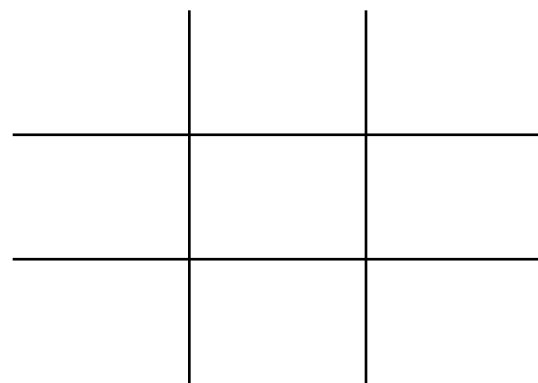
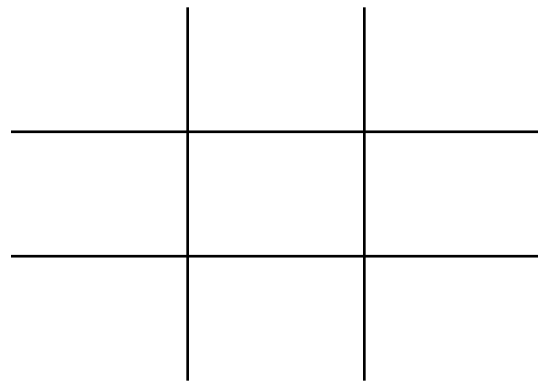
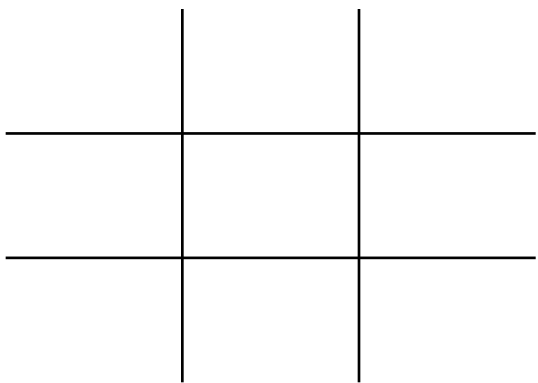
I have occasionally been a meeting host



I host meetings all the time



I'm an expert in Zoom



# WHY HAVE MEETINGS ON ZOOM?

**Pro**

**Con**

**Questions**

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# NEED A BREAK?

**Yes**

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**No**

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**Don't care**

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# SCAVENGER HUNT

Find something **yellow** that fits in your hand

Find something **blue** that fits in your hand

**Time's up when the music stops.**



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