

ZOOM TIPS

Here's the link to sign into the UPRD Candidate Forum on Zoom:

<https://zoom.us/j/91893016968?pwd=eDlobHU3QzNwK2U2ZmxqR050K2RqUT09>

IF YOU HAVEN'T USED ZOOM BEFORE

We recommend you download and sign up ahead of the Forum. It's easy and free! On your computer, go to [Zoom.us/download](https://zoom.us/download) and hit the orange button in the upper right hand corner that says "SIGN UP, IT'S FREE." Follow the prompts; the personal information you enter is not stored by Zoom. You can also download the app on your tablet or phone; the location of the commands may be different but the procedure is the same.

The link to the Candidate Forum on Zoom will not work until 1:15 on November 9. At that time, paste into your browser or click the link at the top of this page, then click "Open Zoom Meetings" and the Host (UPCC staff) will admit you to the meeting. Your microphone will be muted unless you are called upon.

When you choose to leave the meeting, or at the end of the Forum, simply hit "Leave Meeting" and you're done!

IF YOU WANT TO ASK A QUESTION ON ZOOM

The Moderator will explain how to do that at the beginning of the Forum. If you prefer, you can email your question, whether to all or to a particular candidate, by e-mailing the Recreation District Manager at carvalhov@pfm.com. Please use the subject line: RD Candidate Question. Your email must be received *by* November 6.

YOUR NAME DISPLAY

When you sign in to Zoom, please make sure both your first and last name are indicated on your image. On a computer, if you need to change the name displayed, click the three dots at the top right of your picture or right click your picture. A drop down message appears with a "Rename" option. Click it and type in your full name. On an I-Pad, you must open the list of participants, click your name, and on the drop down box, select "Rename."

IF YOU NEED HELP

During the Zoom meeting, you can click "Chat," at the bottom of your screen and type in the assistance you need. The host will type a response to you.