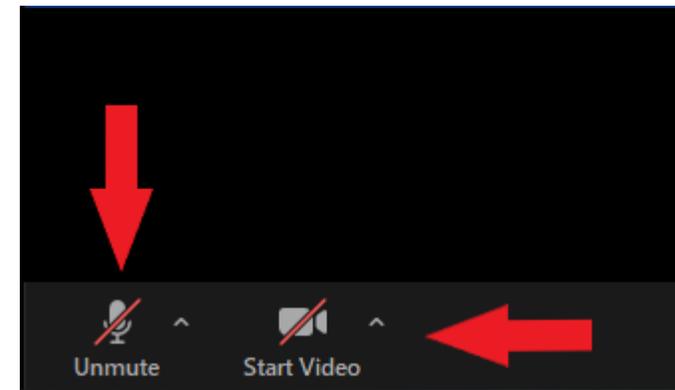
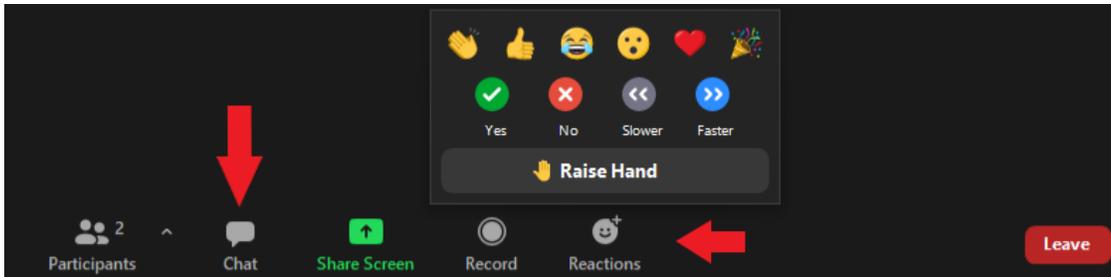


Zoom Functions

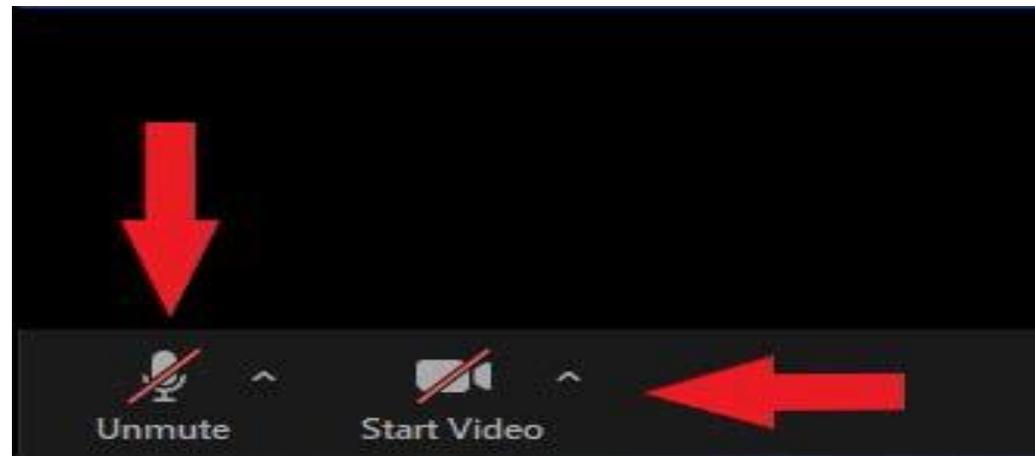
Please use the **RAISE HAND** function, that can be found under reactions, or the chat box to ask a question.

You can unmute and start your camera when it is time for questions by clicking on the mic and camera on the Zoom bar.



Audio and Video

Attendees will enter each meeting with their microphones muted and cameras off. During discussion, attendees can turn these features on and off at the bottom left of their screen.



Questions and Answers

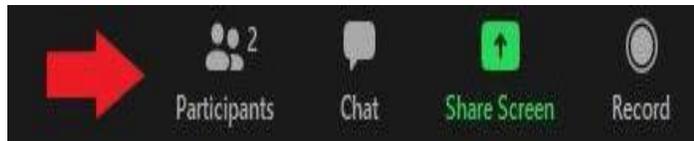
Attendees can type questions into the **CHAT** box or use the **RAISE HAND** function, which is under the reactions icon.



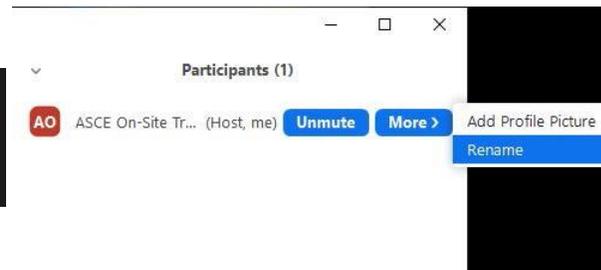
Changing Your Name

CLICK on the **PARTICIPANTS** icon at the bottom.
Hoover over your name and select more and then rename.

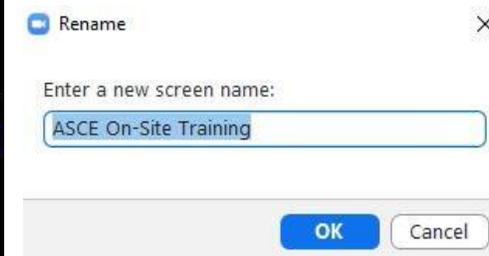
Step 1



Step 2

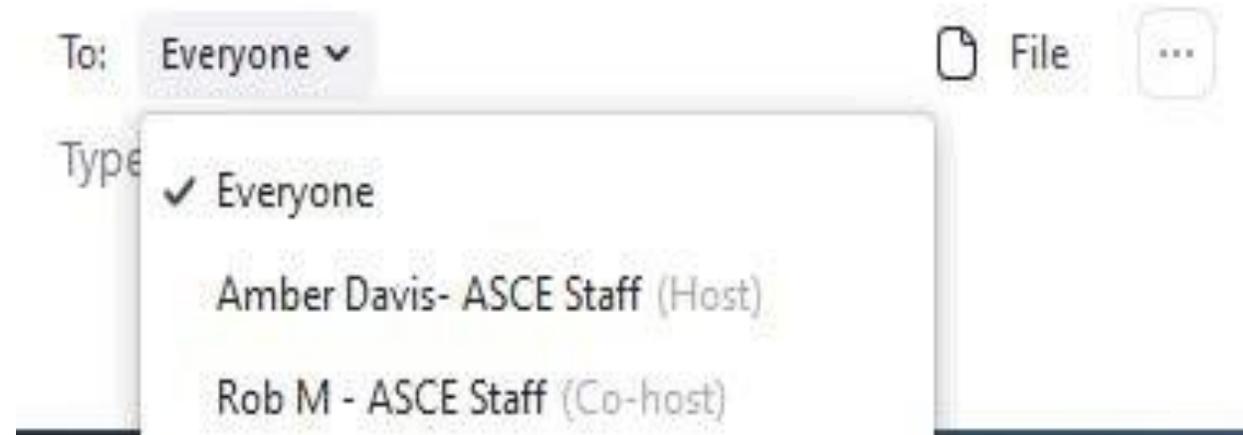


Step 3



Questions or Problems?

Please send **Amber Davis** adavis@asce.org
Rob Minney rminney@asce.org a message using the chat
box and we will help you in any way that we can.

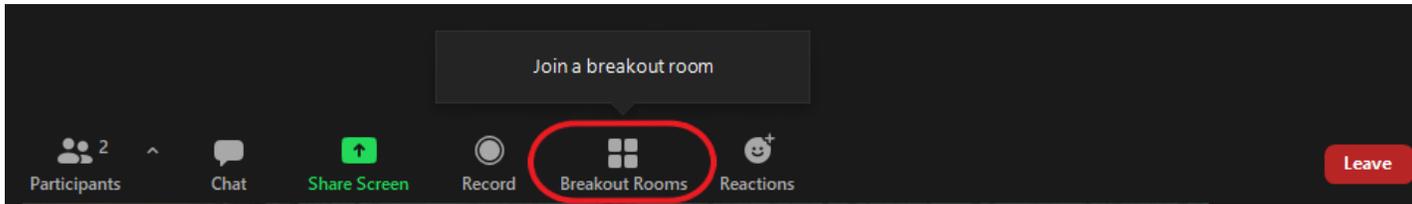


Join a Breakout Room?

!!REQUIRED: *Desktop client or mobile app: version 5.3.0 or higher!!*

Step 1:

On the Zoom Bar click on the Breakout Room button



Step 2:

Select the Room you would like to join by clicking the Join button next to it.



That's it. Zoom will automatically move you into the breakout room

Unable to join a breakout room?

Please send a message in the **CHAT** with the name of the breakout you would like to join.

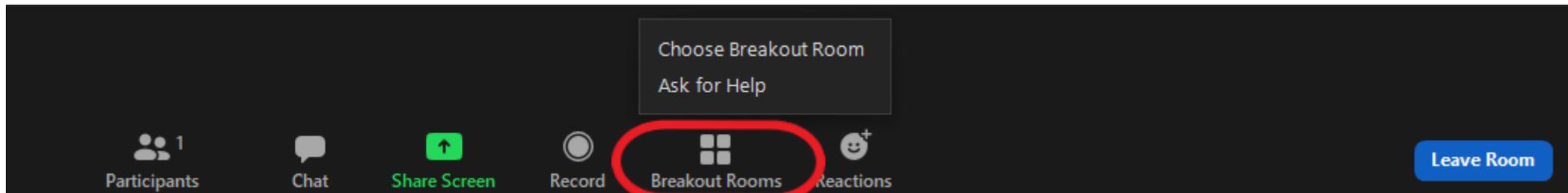
 Breakout Rooms - In Progress ✕

▼ •SHM Resilient Infrastructure	Join
▼ •Machine Learning and VR	Join

How to change breakout rooms?

CLICK on the **Breakout Room** button. From here you will be able to choose a different breakout room or ask for help.

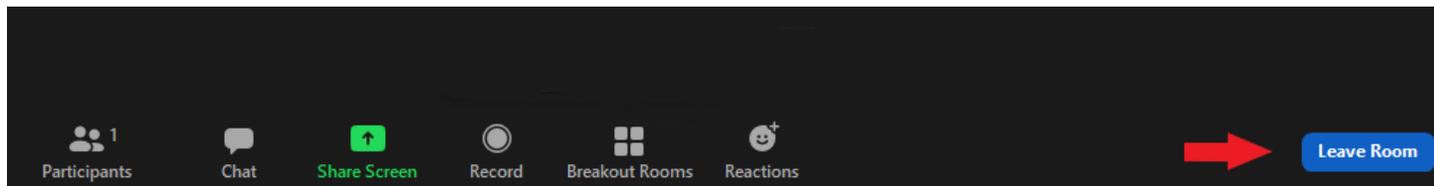
When you CLICK on the **Ask for Help** button a message will be sent to the host and we will join your room to assist.



Leave the Breakout Room early?

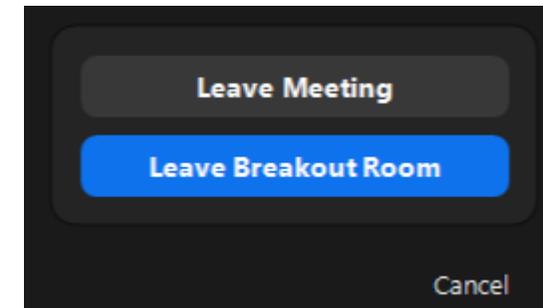
Step 1:

Click on the Leave Room button all the way on the right of the Zoom bar.



Step 2:

Click Leave Breakout Room and you will automatically be brought back to the main meeting. If you click Leave Meeting you will exit the Zoom meeting entirely.



Please note that once the allotted time for each breakout is up you will be automatically brought back to the main room