

Zoom Meeting Instructions

To participate in the live webinar participants must:

- Join the Zoom meeting by computer, tablet, or another device.

Join Using Link Provided by Email

To join the meeting, click the link that the meeting organizers provided you via email after you registered. Example:

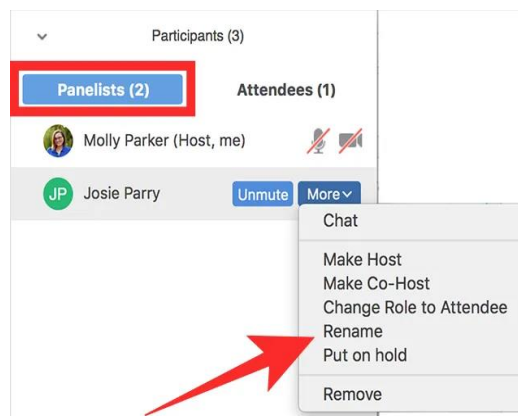
Topic: Timely Topics in Pharmacy

Time: Feb 9, 2020 11:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://acphs.zoom.us/j/908317922>

- To insure we can identify you for CPE credit the meeting host will enable you to rename yourself on the participant list. If necessary, when you enter the meeting please use the rename function to provide your full name so we can accurately track attendance. We cannot identify you by a phone number.



- For any breakout group exercises you will need a microphone and ideally a working camera, otherwise they will not be necessary.
- Join the meeting 15-20 minutes early to test that your microphone and camera are working properly. In most cases your mic will be muted during the program and you may turn off your camera. Controls are on the left.



Please refer to the following webpages to troubleshoot any audio/visual difficulties:

- <https://support.zoom.us/hc/en-us/articles/201362283-How-Do-I-Join-or-Test-My-Computer-Audio>

- <https://support.zoom.us/hc/en-us/articles/201362313-How-Do-I-Test-My-Video>

Attendance

You need to be present for the entire program to be eligible for continuing pharmacy education credit. This can be tracked by a participant usage report generated after the program. Partial credit is not allowed.

Polling Questions

Log into tppoll.com on any device and enter the provided Session ID number. No need to enter any other information. Just click join to be able to respond to audience response questions.

Chat

The Chat window allows you to ask questions to the host, who will relay your questions to the presenters. They can either reply back to you via the Chat window or answer your question live.

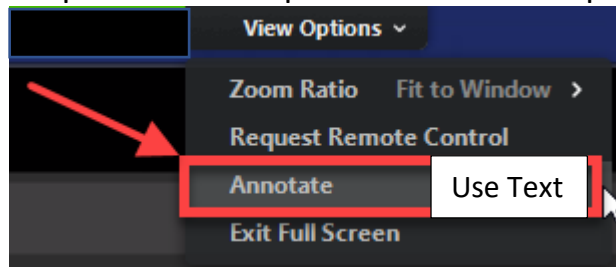
Click Chat to open the Chat window. Your everyone chats can be seen by all participants or you may direct them to the host or other participants as private.



- Type your question into the Chat box. Hit Enter.
- If the host replies via the Chat, you will see a reply in the Chat window.
- The speaker will typically respond to your question verbally.

Annotation (may be used during some presentations).

You can provide text responses on the presenter's slide displayed on the screen.



Zoom Breakout Rooms (may be used during some presentations)

<https://youtu.be/3UB7j2JDWyw>

Leave meeting

Click **Leave meeting** to leave the program at any time. If you leave, you can rejoin if the meeting is still in progress.