# Aquaculture Lease Public Interest Criteria Development Workshop September 30, 2022, 9:00 – 11:00 a.m. Instructions for Joining the Workshop

The California Fish and Game Commission and the California Department of Fish and Wildlife are jointly hosting this public workshop. This document provides guidance for how to participate remotely in the forum using Zoom, the telephone, or both.

### **How to Join the Meeting (to watch or participate)**

**Please note:** When you join the meeting using any of the following options, you will be muted automatically and your video will not be displayed. Participants will be able to ask questions using Zoom's Q&A feature.

## **Option 1: Zoom with Computer Audio**

We highly encourage you to join the meeting on your computer via the link below and use your computer audio to participate. You can participate by launching Zoom in your Internet browser or downloading the Zoom app on your computer.

Join Zoom (using your web browser, such as Google Chrome or Mozilla Firefox)

Enter the meeting ID: 847 9788 6996 Zoom Join URL: <a href="https://zoom.us/join">https://zoom.us/join</a>

Join Zoom (using the downloaded app on your computer)

You will be prompted to enter your email and name, then click "Join Meeting."

Meeting URL: https://wildlife-ca-gov.zoom.us/j/84797886996

### Option 2: Zoom via Mobile App

Join using the Zoom app on your mobile device (phone or tablet). After you download the app, open the app, select the "Join" icon, enter the meeting ID number and your display name. Then enter your meeting password.

Meeting ID: 847 9788 6996

Click <u>here</u> for more details about using Zoom on mobile devices.

# Option 3: Teleconference Only

If you are not able to join using your computer or mobile device, please join via phone.

Phone number: (216) 706-7075 (US Toll) or (866) 390-1828 (US Toll-free)

Conference code: 663759 Meeting ID: 847 9788 6996

# **Option 4: Zoom with Phone Audio** (This is not a preferred option for joining as there is the potential to create feedback)

If you plan to join via computer and use your telephone for audio, join the Zoom meeting on your computer first, using the links in Option 1. For audio, use the "Call Me At" feature and enter your phone number to have Zoom call you.

### **Viewing Presentations**

If you join via Zoom on your computer or mobile device app (Options 1, 2, and 4) the presentation will be displayed. If you join via telephone only (Option 3), you can request a PDF of the presentation by email at <a href="mailto:aquaculturecoord@wildlife.ca.gov">aquaculturecoord@wildlife.ca.gov</a>.

#### **Technical Assistance**

For help in joining Zoom meetings, click <a href="https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting.">https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting.</a> If you need additional technical assistance, please contact (916) 902-9286 or fgc@fgc.ca.gov.

### **Making Public Comment**

If you join via Zoom on your computer or mobile phone app (Options 1, 2, and 4) use the "raise hand" feature to indicate that you would like to make a public comment. If you join via teleconference only (Option 3), press "\*9" to virtually raise your hand to indicate you would like to make a public comment; if you press \*9 again, you will *lower* your hand.

### Best Practices for Participating in a Zoom Meeting/Teleconference

- The name that you enter as your Zoom display name is the name staff will call when it is your turn to speak.
- You do not have to use your real name and/or your last name if you prefer not to.
  However, make sure your display name is unique; you could do this by adding an initial
  or another word that will differentiate you from other participants with the same first
  name.
- Please do not change your display name after you have raised your hand to speak; if you do, staff will not be able to find you to open your microphone.
- Listen carefully for your name to be called. When it is your turn to speak, staff will
  change the Zoom settings to open your microphone; you may also need to unmute
  yourself.
- If you are participating by phone, staff will call you by the last three digits of your phone number.