

# Zoom Meeting Guide for 2nd Quarter NET Board Meeting

Date Time: Jun 11, 2020 01:30 PM Central Time (US and Canada)

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## Purpose of This Guide

To provide guidance on using Zoom to participate in the 2nd Quarter NET Board Meeting.

## I Have Not Used Zoom - Help

You do not have to have Zoom installed on your computer to use the meeting links.

To familiarize yourself with Zoom before the meeting, follow these [instructions](#).

## Joining the Zoom Meeting

### Quick Information for Experienced Users

Meeting ID: 920 3514 3261





Password: 006923

Please Join MUTED and Do not use Video.

### From a Computer or Smart Phone (Audio and Video)

1. To join the Zoom meeting, click on [this link](#)  
Your system will launch your default browser and navigate to the “Meeting Registration”

Meeting Registration

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Topic      2nd Quarter NET Board Meeting

Time        Jun 11, 2020 01:30 PM in [Central Time \(US and Canada\)](#)

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First Name\*

Last Name\*

Email Address\*

Confirm Email Address\*

\* Required information

I'm not a robot
 
  
reCAPTCHA  
Privacy - Terms


[Register](#)

2. You must complete all of the fields, including the check box for “I’m not a robot”, and click [Register] **NOTE:** This is a Public Meeting. Enter your full name and email in the same manner you would for signing into the meeting.
3. After completing your registration, the system will display a screen such as the following:

Meeting Registration Approved

Topic      2nd Quarter NET Board Meeting

Time        Jun 11, 2020 01:30 PM in [Central Time \(US and Canada\)](#)

 [Add to calendar](#) ▼

Meeting ID:    920 3514 3261

To Join the Meeting

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. [https://zoom.us/j/92035143261?  
tk=WzrQCvVB\\_FBnZAvtwTBCny6CmmkvNfcSpYFoPigZMzA.DQIAAAVbbjWXRZ6aHdydm15VVFEU1ZGVXJxbkRwRG5nAAAAAAAAAAAA&pwd=MnRiT296QU9SYzhaS3VKRE9NVGRuZz09](https://zoom.us/j/92035143261?tk=WzrQCvVB_FBnZAvtwTBCny6CmmkvNfcSpYFoPigZMzA.DQIAAAVbbjWXRZ6aHdydm15VVFEU1ZGVXJxbkRwRG5nAAAAAAAAAAAA&pwd=MnRiT296QU9SYzhaS3VKRE9NVGRuZz09)

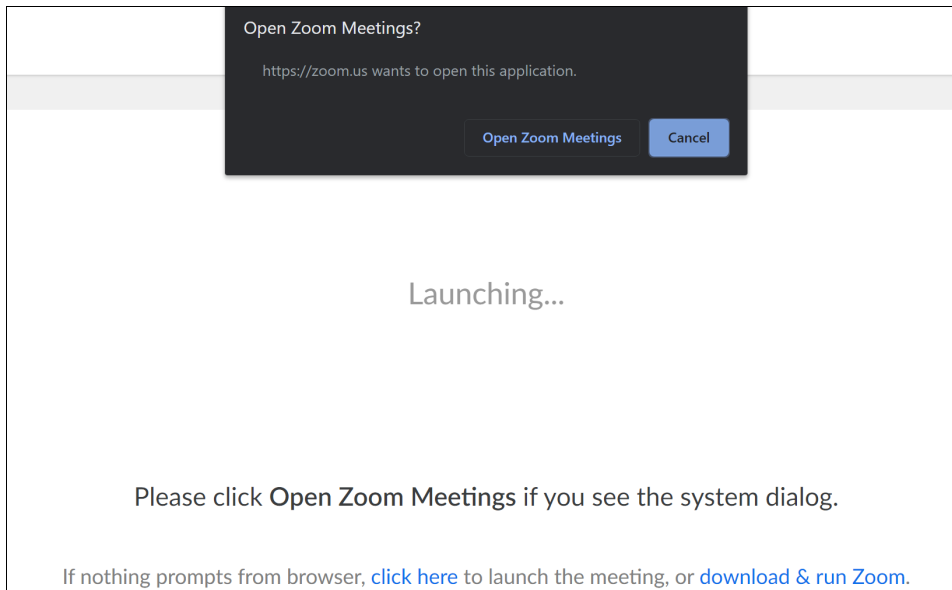
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To Cancel This Registration

You can [cancel](#) your registration at any time.

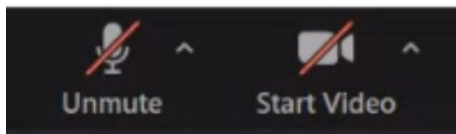
4. Click into the link shown after the text “Please click this URL to join.”

The system may display a screen such as the following.



5. Click on the text "Open Zoom Meeting".  
You are now entering the Zoom Meeting.
6. Click on "Join Audio" or "Join Computer Audio".

NOTE: Please Join MUTED and Do not use Video as shown by these icons with a red line through them in the bottom left corner.



### Connecting from a Mobile Phone (Audio Only)

Note: You can join Audio and Video of the meeting on a smart phone by following the instructions above.

One tap mobile connection. If you are viewing this from a mobile phone, you should be able to click on either link below.

+16699006833,,92035143261#,,1#,006923# US (San Jose)  
+12532158782,,92035143261#,,1#,006923# US (Tacoma)

### Connecting by Phone (Audio Only)

Dial a number below by your location and enter the Meeting ID and password when prompted to do so.

- +1 669 900 6833 US (San Jose)
- +1 408 638 0968 US (San Jose)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 301 715 8592 US (Germantown)
- +1 312 626 6799 US (Chicago)
- +1 646 876 9923 US (New York)

Meeting ID: 920 3514 3261  
Password: 006923  
Find your local number: [International Numbers](#)

## Public Hearing, 2pm CT

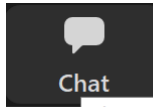
If you wish to comment on the 2020 grant awards or any grants in front of the board this year, you need to speak during the public hearing which will begin at 2:00 Central Time during the Zoom meeting on June 11, 2020. We encourage you to preregister to testify.

### Preregistration to Testify

If you wish to testify, please let our office know by Wednesday, June 10<sup>th</sup>, so we can get you on our speaking list and get an idea of how many testifiers we might have. You can call our office 402-471-5409 or e-mail us at [allison.laduke@nebraska.gov](mailto:allison.laduke@nebraska.gov)

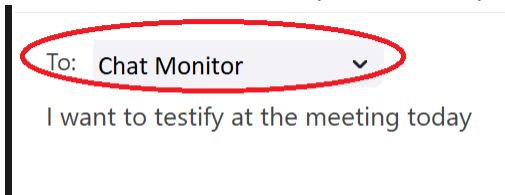
### Requesting to Speak in the Meeting

If you decide you want to speak, but did not register, you will be given an opportunity during the hearing after other testifiers, that have registered, have spoken. You will have to use the “Chat” function on



Zoom. Chat (Alt+H)

1. Click on the Chat icon to open the Chat panel.



2. In the TO: box of the Chat panel, send your message to the “Chat Monitor”.
3. Enter your text of your message below the To: box as shown above and hit <Enter>.
4. Your message will appear at the top of the chat box. Watch for messages coming back to you that you may need to reply to, especially when it is time for you to testify.
5. Continue messaging in the same manner

### Zoom Audio and Video While I Testify

Just prior to your time to testify, a Cohost will chat with you to become ready to testify.

1. The Cohost will send you a request to Unmute your microphone.



**The host would like you to unmute**

Unmute

Stay muted

Click on “Unmute” in response to the request and your microphone will be activated.

2. The Cohost will send you a request to Start your Video.



**The co-host has asked you to start your video.**

Start My Video

Later

Click on “Start My Video” in response to the request and your web camera will be activated.

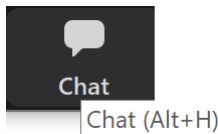
3. When it is your time to speak the Public Meeting officer will call upon you.
4. After your 3 minutes of testimony, the board may choose to ask you questions.  
**Remain unmuted until there are no further questions.**
5. When the testimony has moved on to the next person, you will once again be muted, and your web camera will be disabled.

## Opportunity for Public Comment at the End of the Meeting

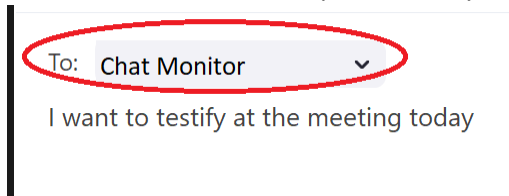
At the end of the hearing and at the very end of the full meeting, we will ask if anyone else would like to speak. There is an opportunity at the end of the meeting to speak on any NET topic,

## Sources of Help

- Zoom Questions: [A How to for Zoom Participants](#)
- During the meeting send your questions to the Chat Monitor.



1. Click on the Chat icon to open the Chat panel.
2. In the TO: box of the Chat panel, send your message to the “Chat Monitor”.



3. Enter your text of your message below the To: box as shown above and hit <Enter>.
  4. Your message will appear at the top of the chat box. Watch for messages coming back to you that you may need to reply to, especially when it is time for you to testify.
  5. Continue messaging in the same manner
- Questions for the Environmental Trust: Please call our office at 402-471-5409.