



Zoom Webinar Conference Guide

My **Voter ID**: _____

1 Zoom Features



You can ask technical and informational questions during the conference using the Q&A feature. Click on the icon to open the Q&A Window. Legislative actions, such as speeches, motions, etc. can be made through the “Get Recognized” Form (see Section 3 below).

When called on by the Bishop, Raise and Lower your hand by clicking the Raise Hand icon. Leadership can see your hand when it is raised. You will then receive a prompt to unmute your mic. *Unmute your mic by clicking “Unmute myself”*, and then speak.

If you need closed captioning, click the Live Transcript or CC icon.

2 The GNTV Voting Website

Before the start of the conference, voting members will receive a Voter ID and a link to the voting site. You will use the Voter ID to log into the website and vote when a ballot is open.

To log into the website, insert your Voter ID into the box and click Submit. Once you are logged in, you will see 2 buttons: a green Load Ballot button and an orange Get Recognized button.

When the Bishop opens a ballot, click the green Load Ballot button to load the ballot. Make your selection, and click Submit Vote. You will receive confirmation that your vote has been recorded.

The screenshot shows the login section of the voting website. It includes a 'Login' heading, a note that fields marked with an asterisk are required, and a 'Voter ID *' input field. Below the input field is a 'Submit' button. Further down, there are two buttons: a green 'Load Ballot' button and an orange 'Get Recognized' button. Below these buttons is a section titled 'Approve the Administrative Review Committee:' with radio button options for 'Yes' (selected) and 'No'. At the bottom of this section is a 'Submit Vote' button.

3 Get Recognized

The Get Recognized form will direct any legislative actions submitted directly to the presiding Bishop and Head Table. You can submit requests to make a motion or amendment, speak for or against, call the question, make a point of order, or ask a business-related question.

This form can be accessed on the voting site, and it will also be linked in the Zoom Webinar chat.

The screenshot shows the 'Get Recognized' form. It has a heading 'Get Recognized' and a sub-heading 'Complete this form to get recognized by the conference.' Below this, there are three input fields, each with a red asterisk indicating it is required: 'First Name *', 'Last Name *', and 'Action *'. Each input field has a placeholder text 'Your answer:'.

Help Me

Need Help?

Visit our online resources at gntv.info/zoom
or call our Tech Support Hotline at **(478) 245-4042**