

Please call Niki at 570-536-5140 with any issues, or to test your setup ahead of time, during business hours Monday to 5 p.m. on Thursday.

It's **highly recommended** that you access Zoom using your desktop or laptop computer, a tablet, or a smartphone app. You can call in via telephone as you would with a regular conference call, but this is NOT 100% reliable.

Most computers have built-in internal microphones. If you aren't sure if your computer has a built-in microphone, [click here for instructions on how to find out](#).

**At 3:15, use this link to join the meeting: <https://us04web.zoom.us/j/626225488>**

Starting at 3:15 gives you time to get accustomed to the platform and sort out any technical issues. If you are comfortable with Zoom, there's no need to join until the event starts at 3:30.

If you have not downloaded the Zoom app, you will be prompted to do so. It's quick, and the instructions provided are clear. Again, call Niki if you have trouble. If you'd like to download the app ahead of time, [click here](#).

For this event, you will be muted unless we unmute you, which we won't do until the time comes for Q&A. There will be a chatbox available throughout the meeting, in which you can enter your question or desire to speak. If you are using Zoom on a computer, click on the "Chat" icon at the bottom of the screen. If you are using the Zoom app on a smartphone, you must first click the "Participants" icon, then select "Chat" at the bottom of that screen.

If you absolutely must call in instead of using the internet (for example, if you don't have a microphone on your device), you can try to join the meeting by dialing +1 646 558 8656 and entering the Meeting ID, 626 225 488.