



Webinar Functions

Raise Hand

The raise hand feature in webinar allows attendees to raise their hand to indicate that they would like to speak. You will be called upon in the order that hands were raised. You will be asked to unmute when it is time to speak.

You can keep your hand raised until called upon or lower your hand if you decide not to speak.

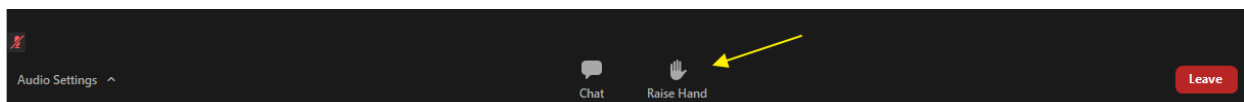
Windows | Mac

1. Click **Raise Hand** in the Webinar Controls.

2. The host will be notified that you've raised your hand.
3. Click **Lower Hand** to lower it if needed.


Note:

- **Windows:** You can also use the **Alt+Y** keyboard shortcut to raise or lower your hand.
- **Mac:** You can also use the **Option+Y** keyboard shortcut to raise or lower your hand.

On a computer:



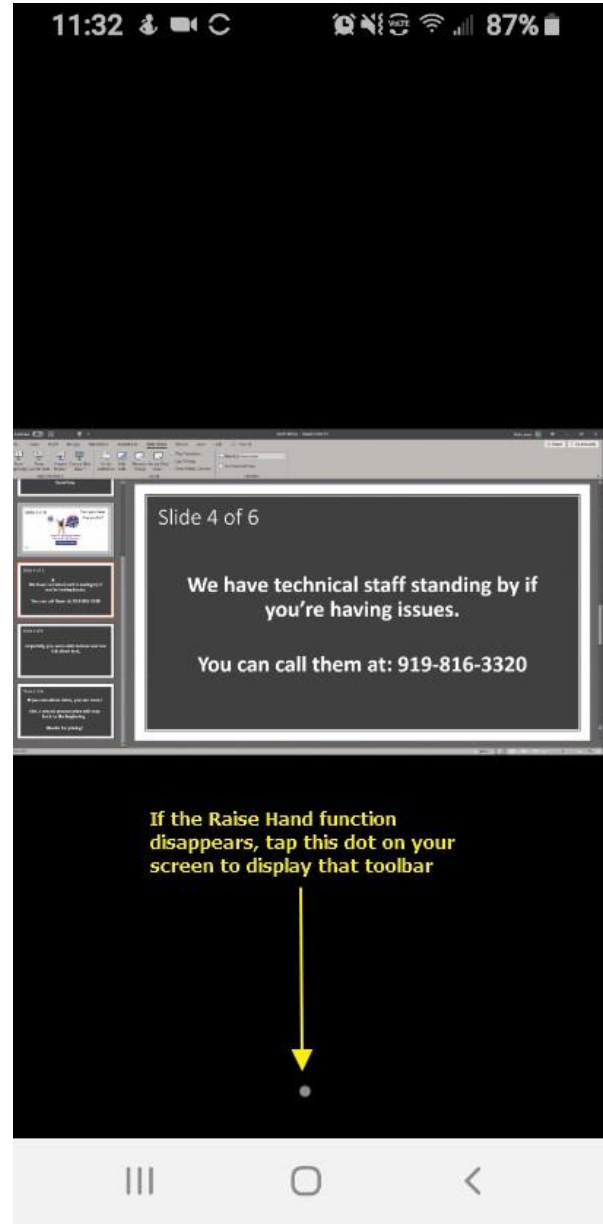
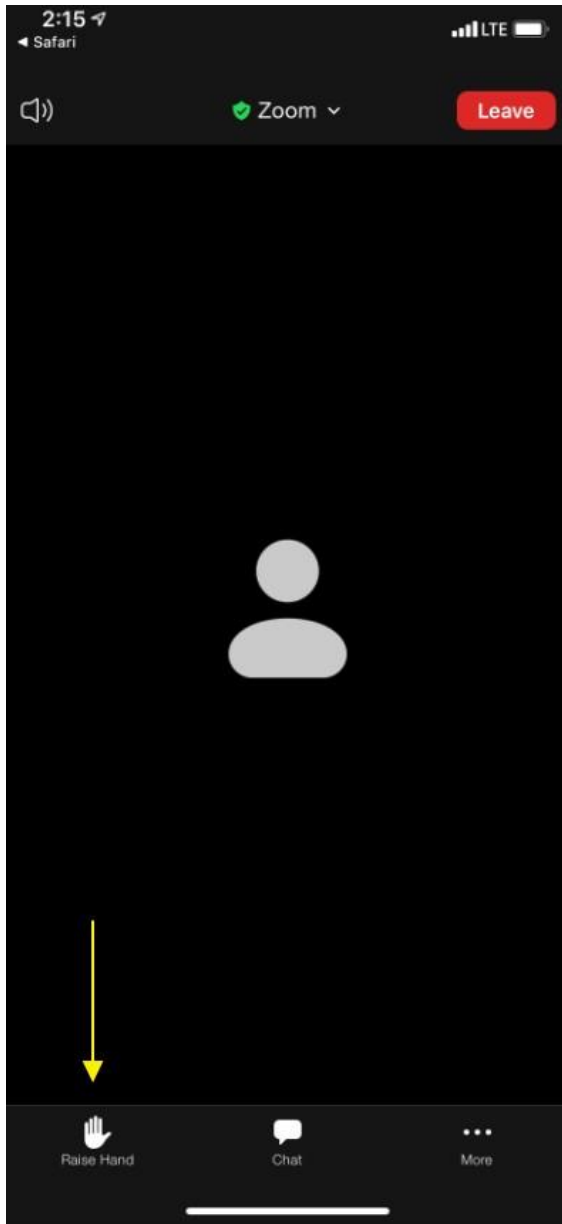
Audio Settings (only visible if the host has granted you permission to talk)



The functions the Delegates will be using for this meeting are Raise Hand and Q&A. Although the chat icon will appear, it will be disabled.

AKC Zoom Tech Support Line: 919-816-3320


On an iPhone (left) or Android (right) device



AKC Zoom Tech Support Line: 919-816-3320

Android | iOS


1. Tap **Raise Hand**.



The screenshot shows a Zoom mobile app interface. At the top, it displays 'Sprint', signal strength, Wi-Fi, time '1:01 PM', and battery '28%'. Below the status bar, there is a speaker icon labeled 'Off', the phone number '253-511-159', and a red 'Leave' button. The main area is a video feed of a woman with glasses and a blue patterned top. At the bottom, there is a navigation bar with four icons: 'Raise Hand' (a white hand icon), 'Chat' (a speech bubble icon), 'Q&A' (a box with 'Q&A' text), and 'More' (three dots). The 'Raise Hand' icon is highlighted with a red rectangular box.

2. The host will be notified that you've raised your hand.

3. Tap **Lower Hand** to lower it if needed.

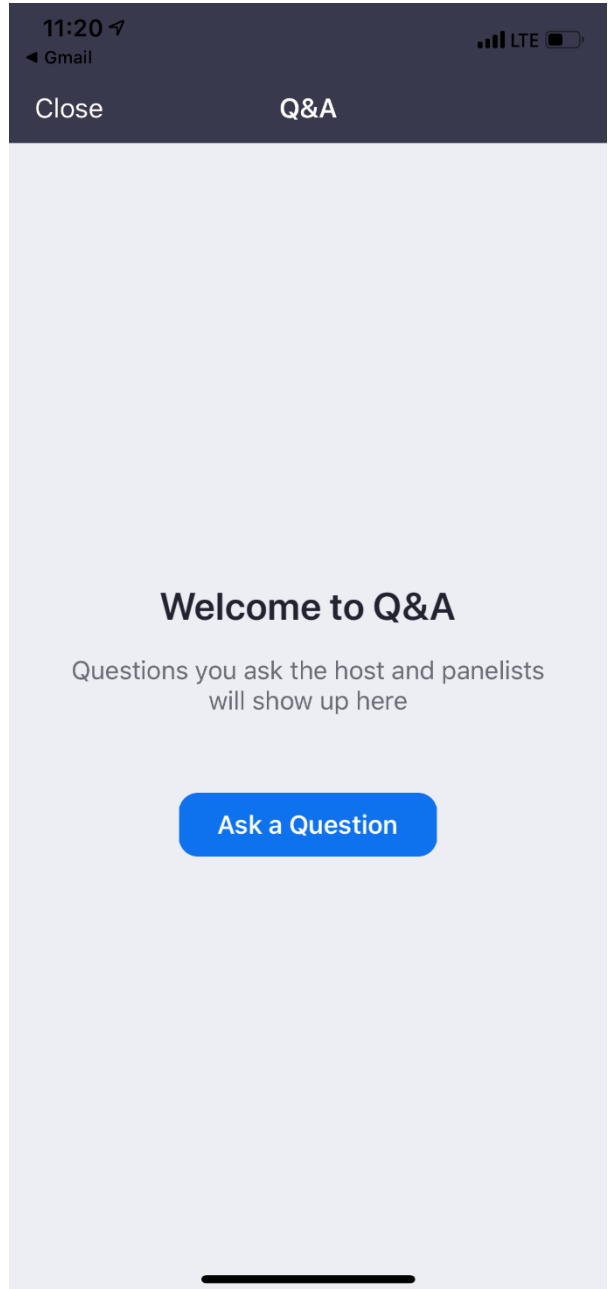
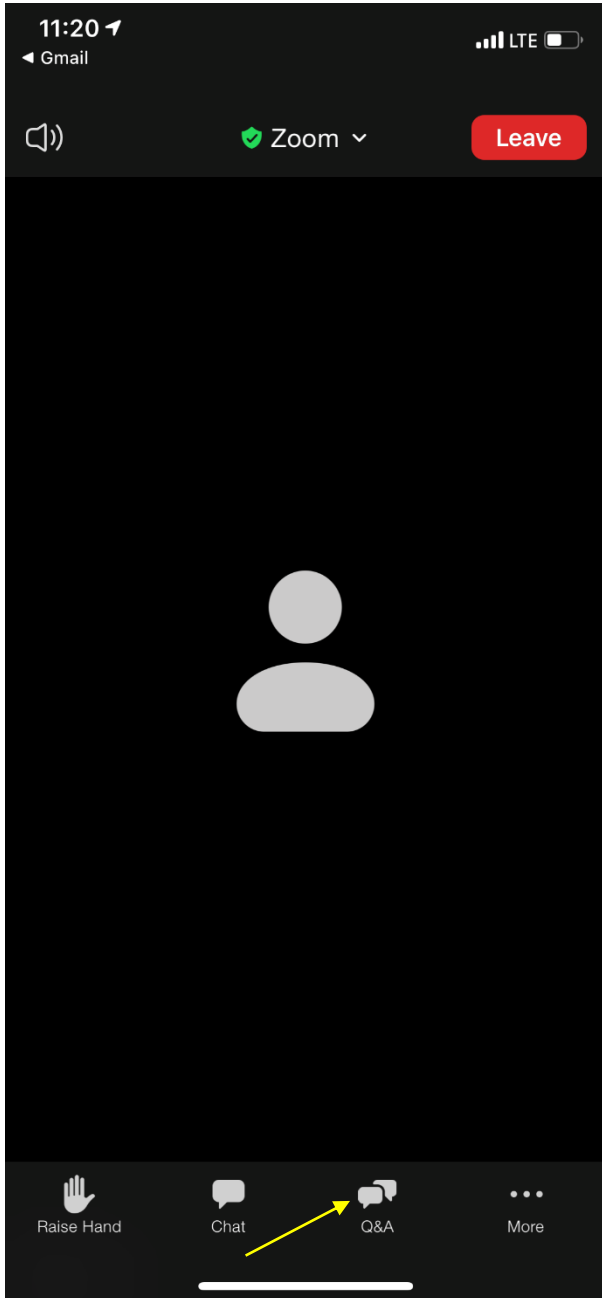


The screenshot shows the same Zoom mobile app interface as the previous one. The status bar at the top shows 'Sprint', signal strength, Wi-Fi, time '1:01 PM', and battery '27%'. Below the status bar, there is a speaker icon labeled 'Off', the phone number '253-511-159', and a red 'Leave' button. The main area is a video feed of the same woman. At the bottom, the navigation bar is the same, but the 'Lower Hand' icon (a blue hand icon) is highlighted with a red rectangular box.

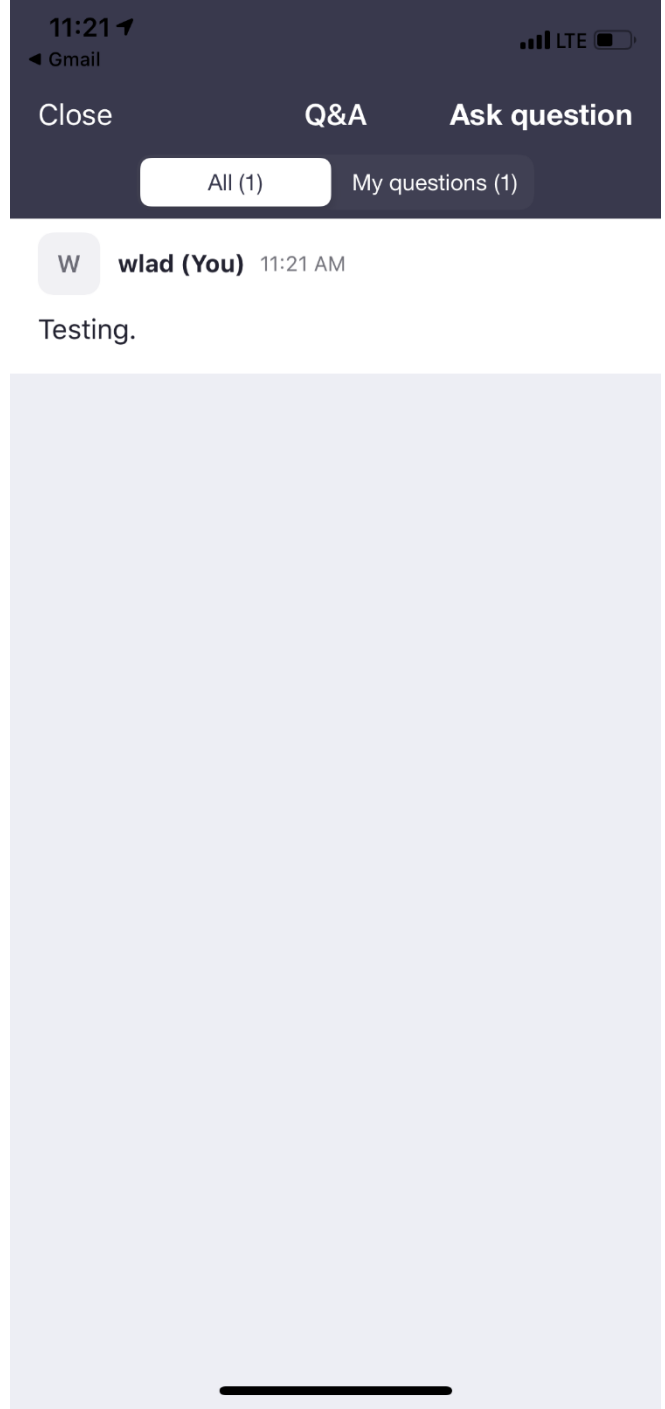
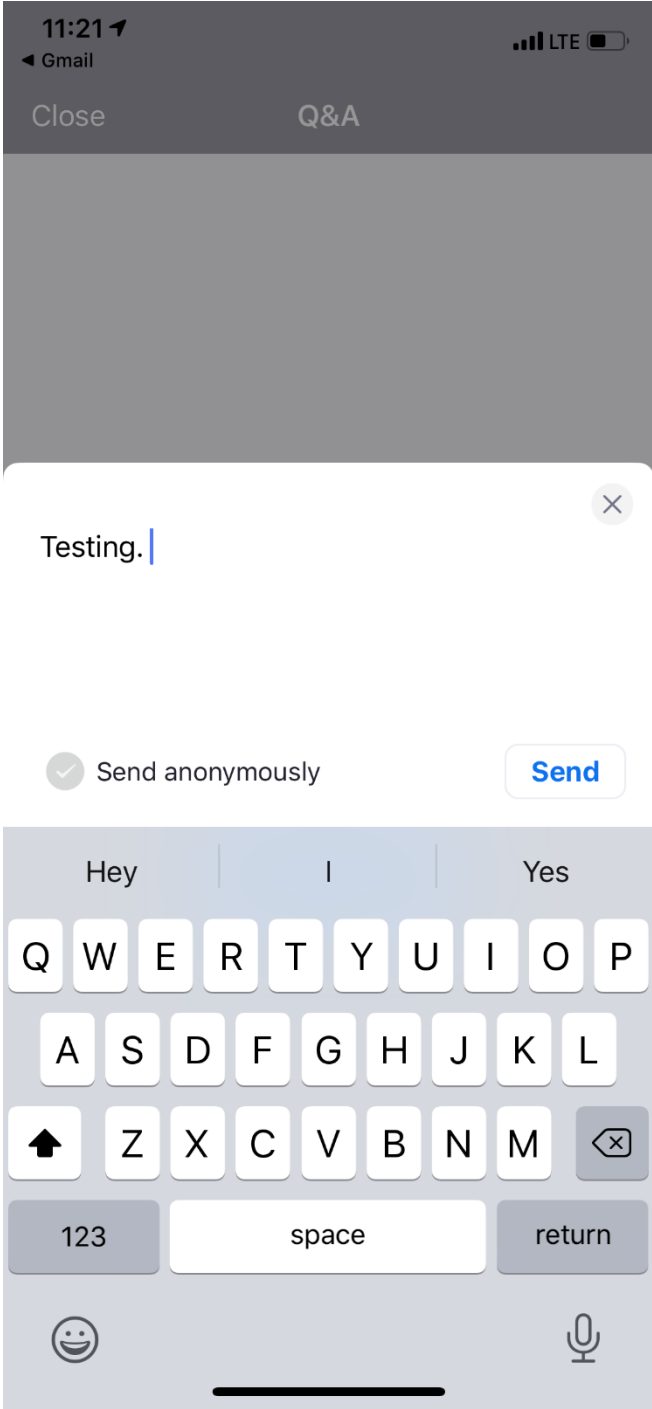
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Q&A

Q&A allows attendees to ask questions during the webinar. Delegate questions will only be seen by webinar moderators and ***only be used for issues regarding Parliamentary procedures (such as to second a motion)***. Any other use of Q&A will be ignored.



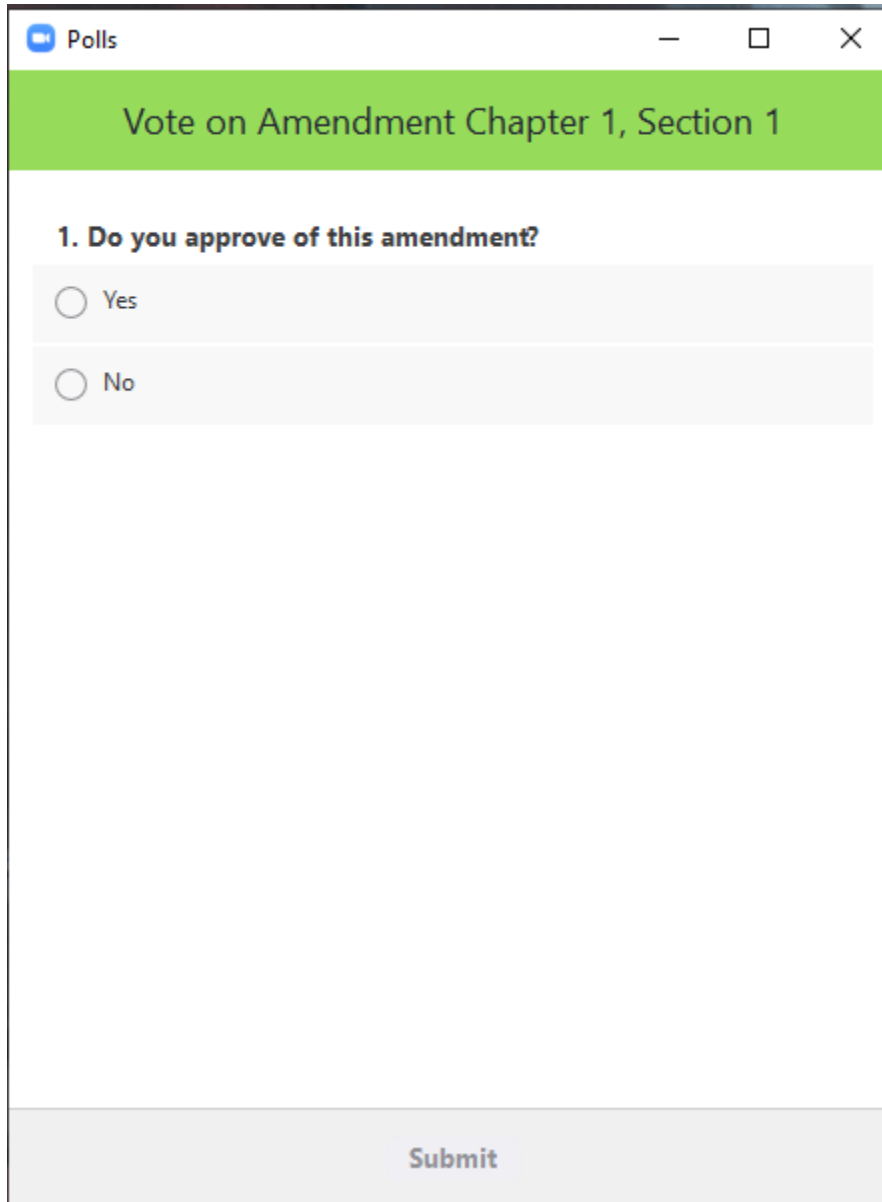
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Polling

Polls are launched during a webinar to gather responses from attendees. Delegates will use this feature to vote for amendments.



The image shows a screenshot of a Zoom poll window. The window title is "Polls" and it has standard window controls (minimize, maximize, close). The poll title is "Vote on Amendment Chapter 1, Section 1". The question is "1. Do you approve of this amendment?". There are two radio button options: "Yes" and "No". A "Submit" button is located at the bottom of the poll interface.

Zoom Polls

Vote on Amendment Chapter 1, Section 1

1. Do you approve of this amendment?

Yes

No

Submit