Berkeley Division of the Academic Senate

Division Meeting - April 29, 2021

***Zoom* Instructions:**
Please log in using the *Zoom* application on a computer or tablet rather than by phone. To be admitted into the meeting, please make sure that your *Zoom* name matches your real name.

Video and audio will be turned on only for presenters and speakers.

- Do not use video unless you are speaking;
- Remain on mute unless you are called on to speak;
- When acknowledged, state your name and department and limit your question to one minute.

To ask a question, please click the "Participants" icon at the bottom of the screen. Then, click on blue "raise hand" icon.

If you haven't used *Zoom* video conferencing, please test your *Zoom* capabilities before the meeting. Here are instructions and tips:

https://senate.universityofcalifornia.edu/resources/video-instructions.html(link is external)

https://technology.berkeley.edu/video-conferencing(link is external)

To Participate by Telephone

Dial +1 (669) 219-2599 (meeting ID: 961 7929 7760)

Callers will have limited functions, such as inability to see presentations and respond in a poll.

Phone commands:

*6 – Mute/unmute

*9 – Raise hand

Here is more information on joining by phone:

https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone#h_36d1152f-01cf-43cf-a565-bc4cbb4d23e3(link is external)