

## Public Speaking during the zoom meeting

All participants will be muted upon entry.

Members of the general public will also have their video restricted during the meeting.

The normal rules of decorum will still apply during the meeting.

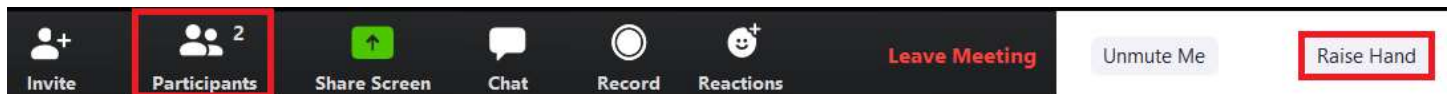
If you would like to speak on a particular agenda item or during the public comment section please follow the directions below:

### From a laptop or PC

1. Click **Participants** in the middle of the control bar at the bottom of Zoom



2. Once clicked, a white window will pop up on the right side of Zoom with a Raise Hand button. Click Raise hand.



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

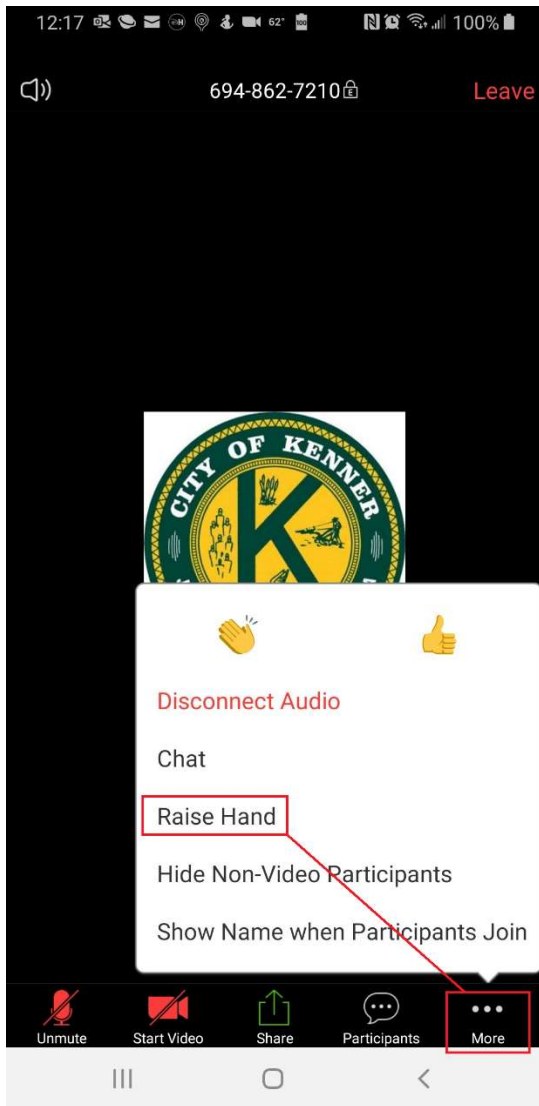
### **Note:**

- **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.

**You will be called upon when it is your turn to speak.**

## From Android or IOS

1. Tap “**More...**” at the bottom right of phone screen, then click the **Raise Hand** icon.



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

## **If you call in**

Upon calling in your microphone will also be muted.

If you have a particular agenda item you would like to comment on we will need to know in advance.

Please call Natalie Hall at (504)468-7254

We will need to know your name, phone number you will be calling from and the agenda items you would like to speak on. We will also need to know if you would like to speak during the public comments section.