

**PLEASE SAVE THIS FILE TO YOUR COMPUTER OR DEVICE TO
REFERENCE ON THE DAY OF THE VIRTUAL MEETING.**



**Thank you for signing up for our May 5th,
2020 Bold & Beyond virtual meeting!**

Since this is a little different environment than we may be used to, I wanted to be sure to write out some instructions to make this easy and enjoyable for each and every one of us.

First, if you haven't ever used Zoom before, you can join using your laptop or your smartphone. If you have a personal computer or laptop, just go to <http://zoom.us> to download the software. It should take less than 5 minutes to download. If you want to use your phone,

just download the Zoom conferencing app on your phone.

1: Find a quiet space where you won't be interrupted by kids, spouses or animals. This is important to ensure we all get the most out of our time together.

2: I will email you a both a link and a meeting ID. The link can be used for those of you using a computer. The meeting ID can be used by those of you using your phone to join.

3: When you join, I will mute you so that there is no background noise while others are speaking.

4: Please remember that when more than one person talks at a time on a virtual conference, we can NOT hear you both. Please raise your hand when you have something to say so I can moderate the flow of our conversation to ensure everyone is heard and everyone's questions get answered.

5: When I see your hand raised, I'll unmute you so you can contribute or ask your question.

Please use the information below to access our Bold and Beyond virtual meeting.

Topic: Bold and Beyond Class

Time: May 5, 2020 12:00 PM America/Indiana/Indianapolis

Join Zoom Meeting

<https://zoom.us/j/91036647294?pwd=YStibnVzK20ydnpcZ1ZyMG9VRDIgZ09>

Meeting ID: 910 3664 7294

Password: 009323

One tap mobile

+13126266799,,91036647294#,,009323# US (Chicago)

+16465588656,,91036647294#,,009323# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US

+1 301 715 8592 US

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Password: 009323