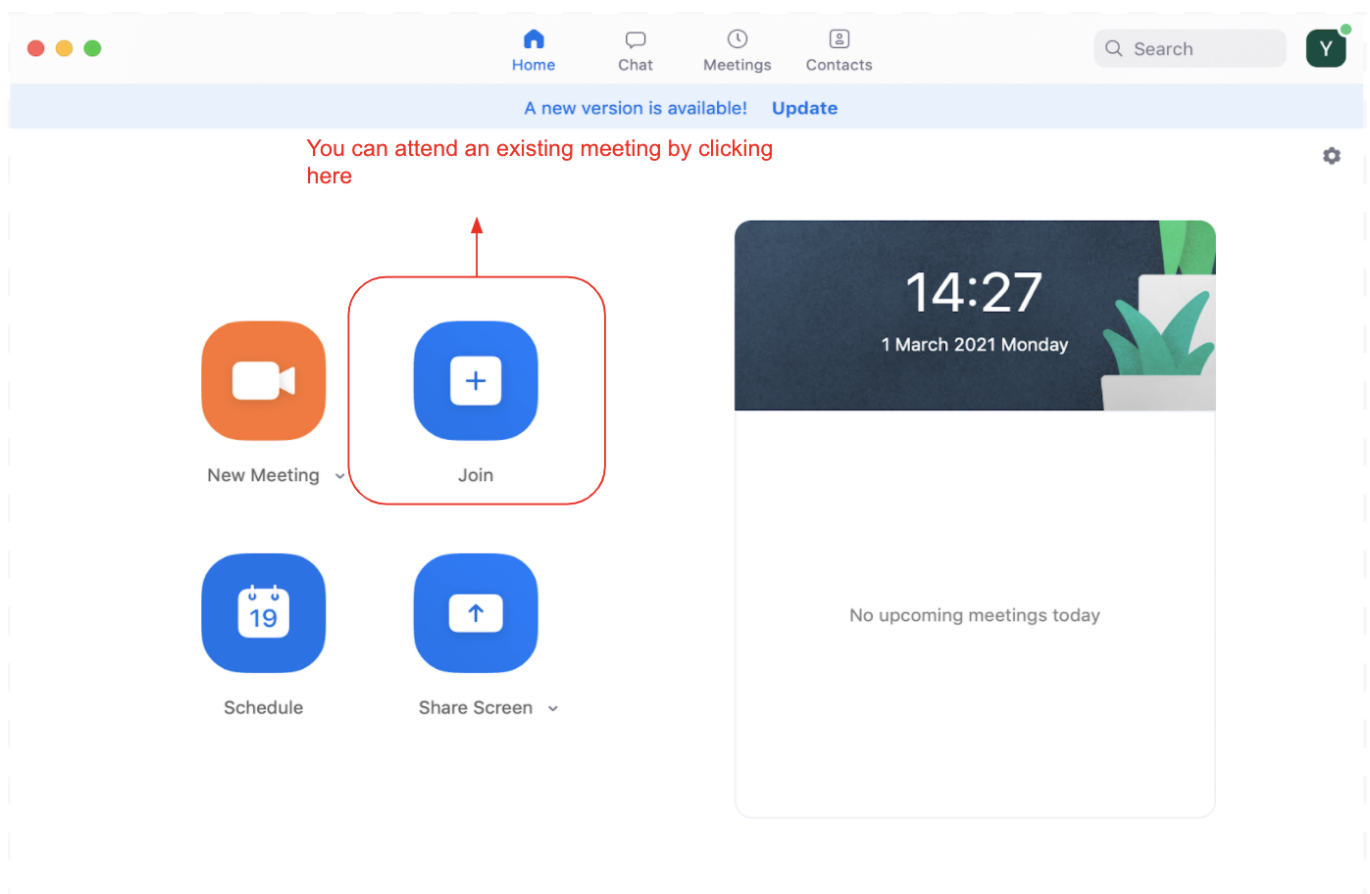


HISAR SCHOOL JUNIOR MODEL UNITED NATIONS

Zoom & Virtual Conference Guide

1) Downloading Zoom:

- Go to [this link](#) and download the appropriate version for your computer. If you already have Zoom downloaded, please make sure that it's up to date.
- Open the Zoom app and sign in with the email you used to register for the conference.
- If you already have Zoom, make sure it is up to date with the latest version.
- You should see this screen when you are finished.

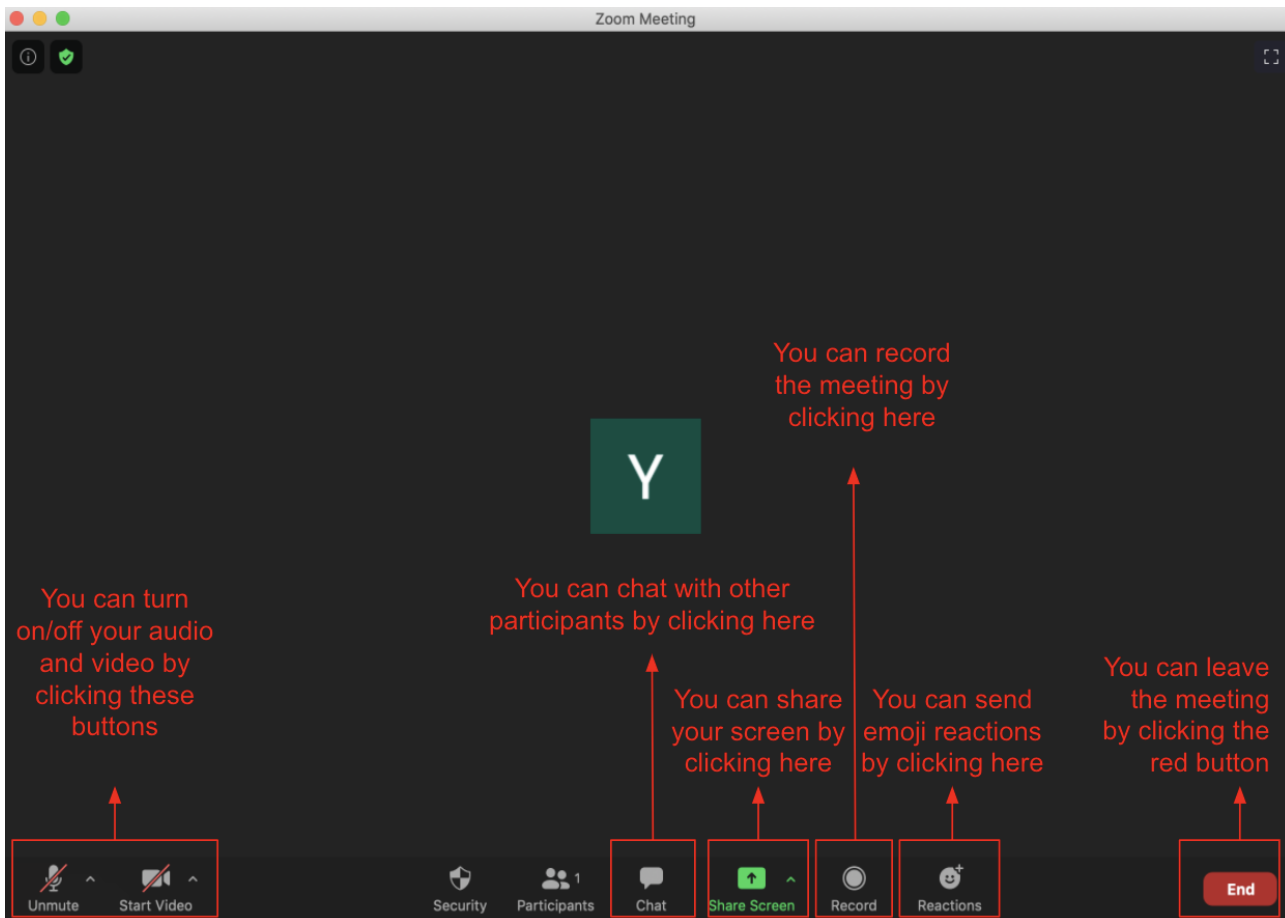


2) Accessing meetings:

- Follow the timeline and the conference [schedule](#) when accessing meetings.
- Enter your Zoom meeting from the link provided on your Master Doc, which you should have received through your email address or from your MUN advisor.
- If you experience any difficulties accessing your committee, send an email to secretariat@hisarjmun.org and we will get back to you promptly with the necessary assistance.

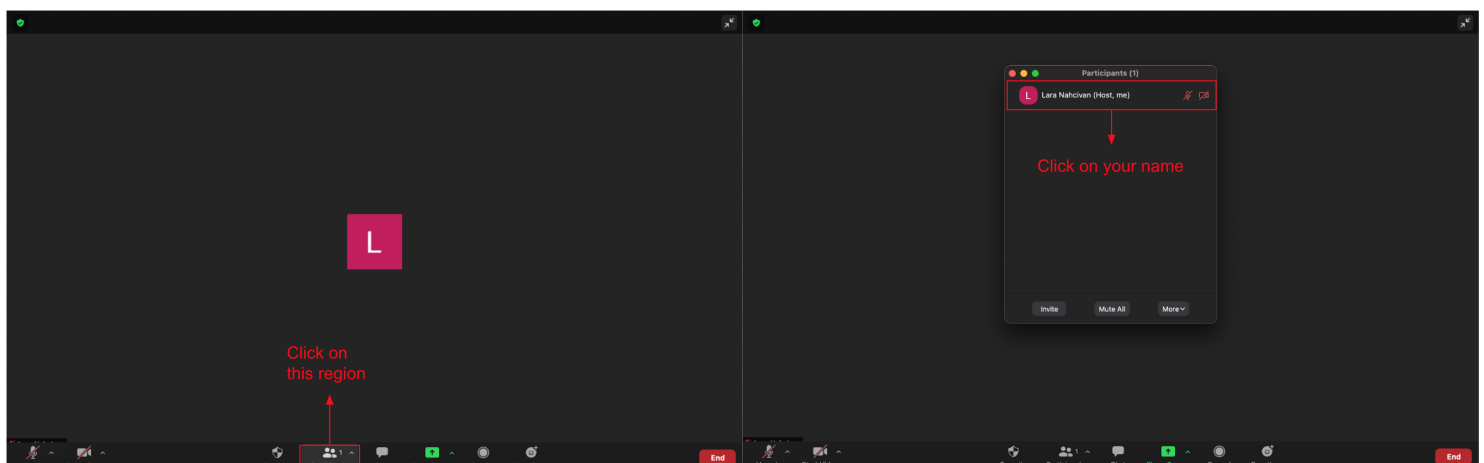


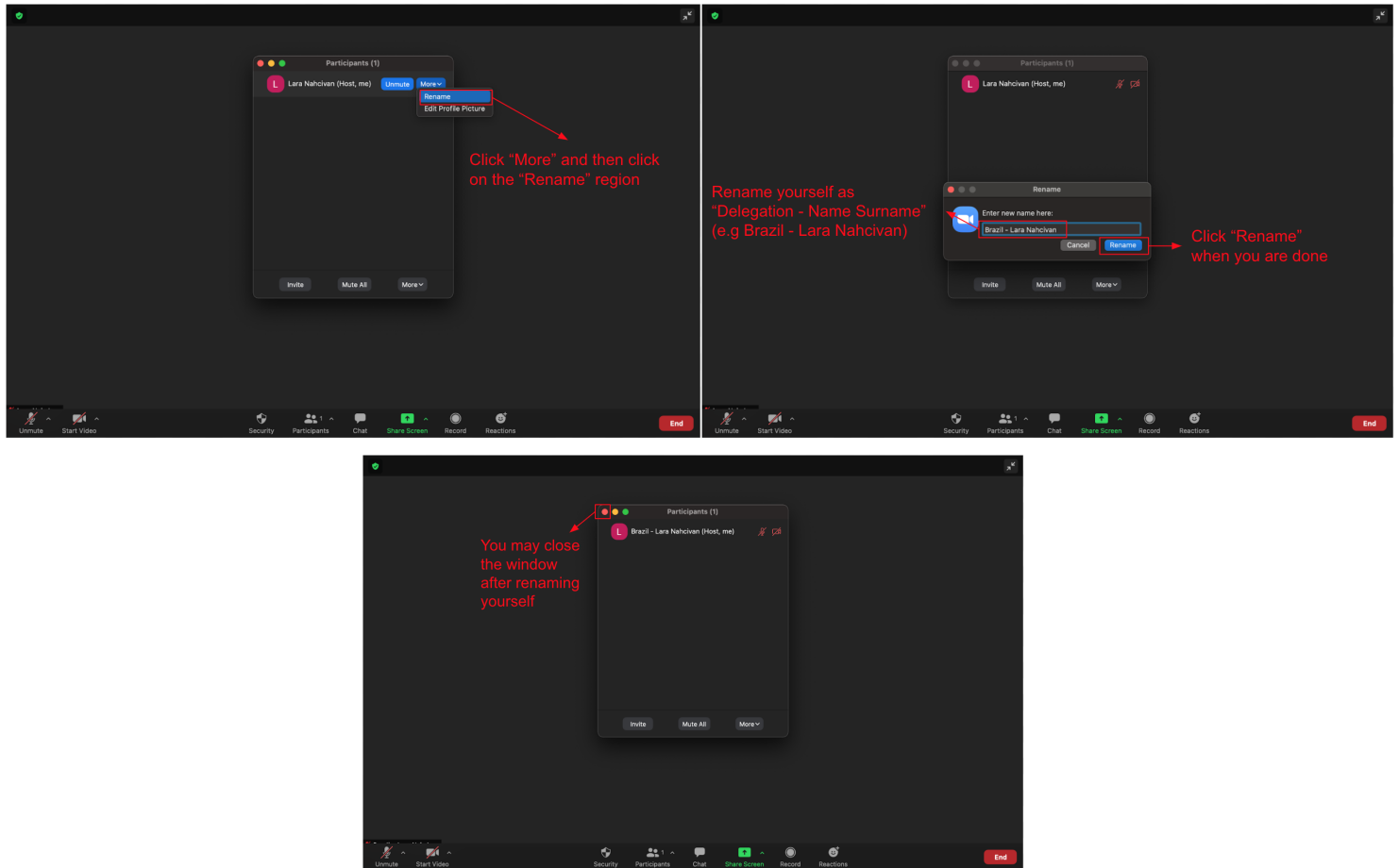
3) Basic Zoom commands:



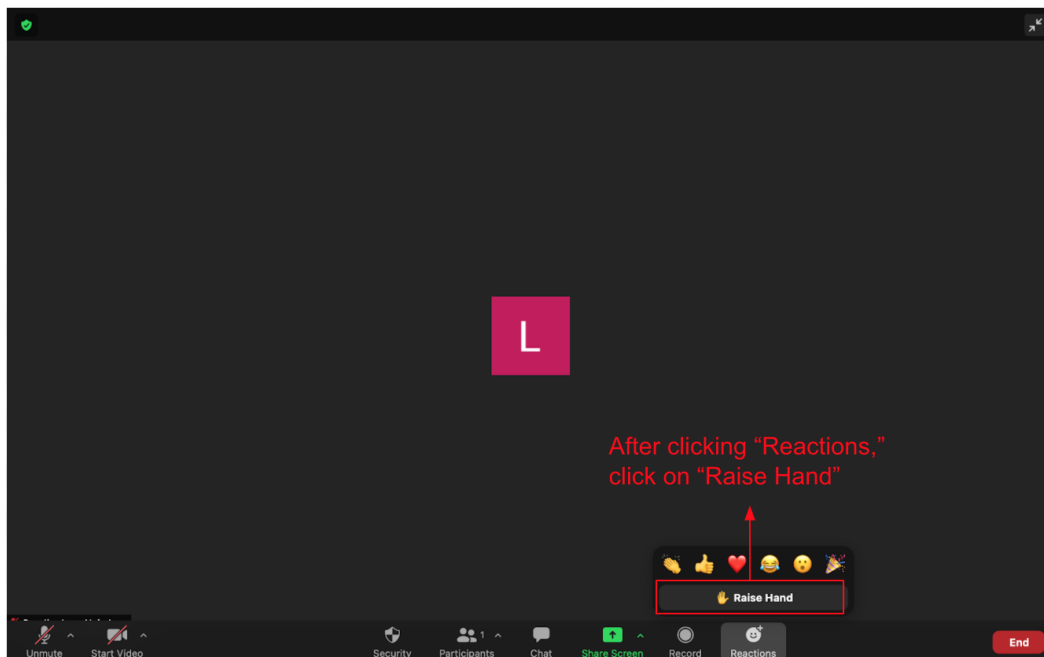
4) Conference Proceeding:

- Please join the meeting 5 minutes before the session starts to proceed according to the timeline.
- After joining the Zoom call, go to participants, select yourself, select rename, and change your name to "Delegation - Name Surname" (e.g USA - John Doe; Brazil - Lara Nahcivan).

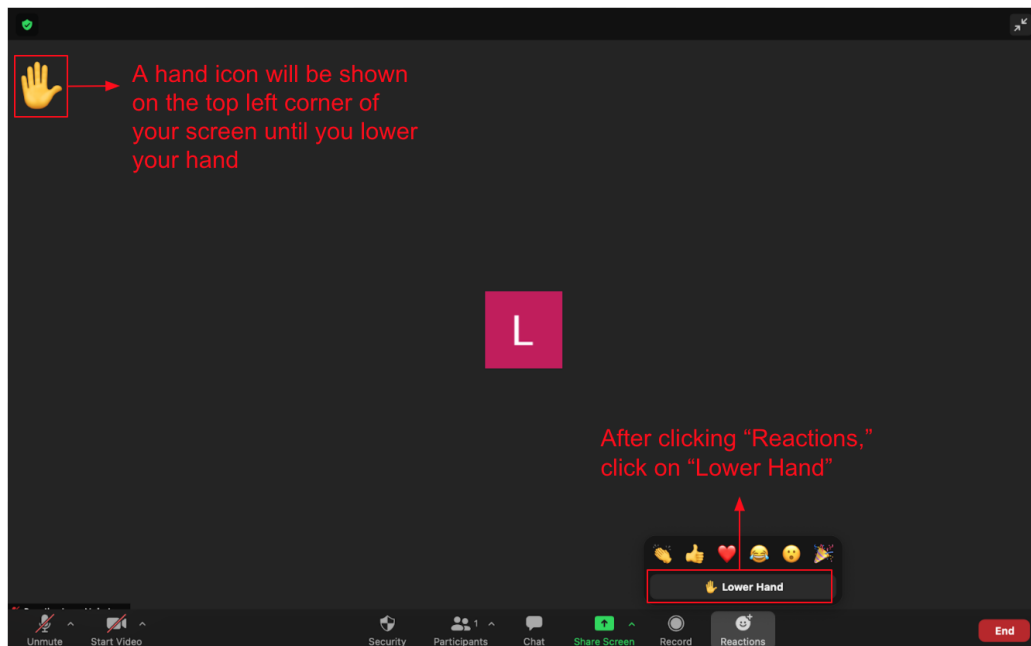




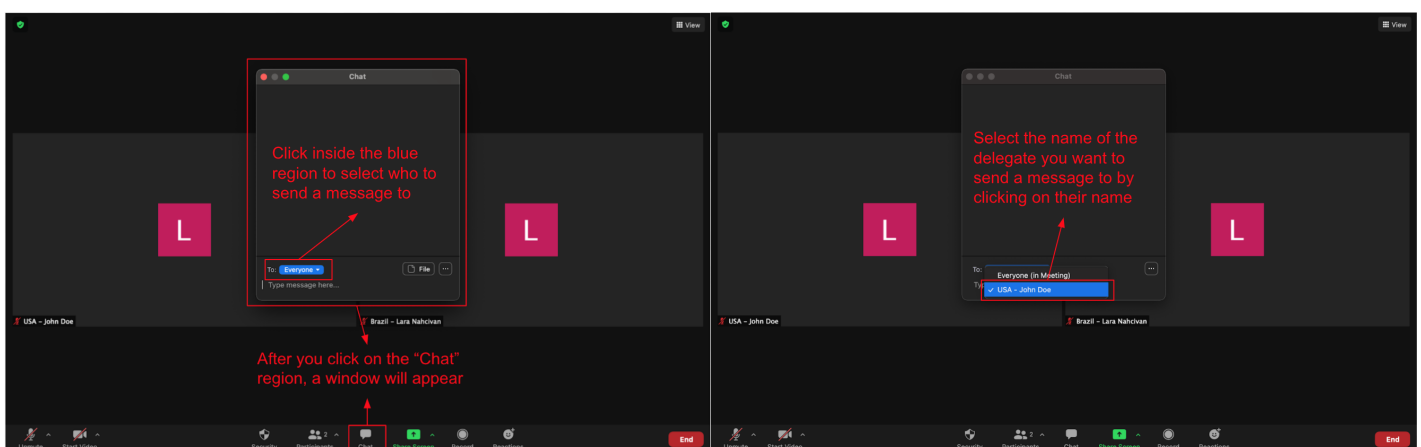
- c) We ask you to keep your camera on throughout the conference in your committee meetings, so as to provide the best conference experience possible.
- d) Please keep your microphone muted while not speaking. You can unmute and talk to deliver a speech or ask a point of information when a student officer recognizes you. But, until then, raise your hand from the reactions section and wait.

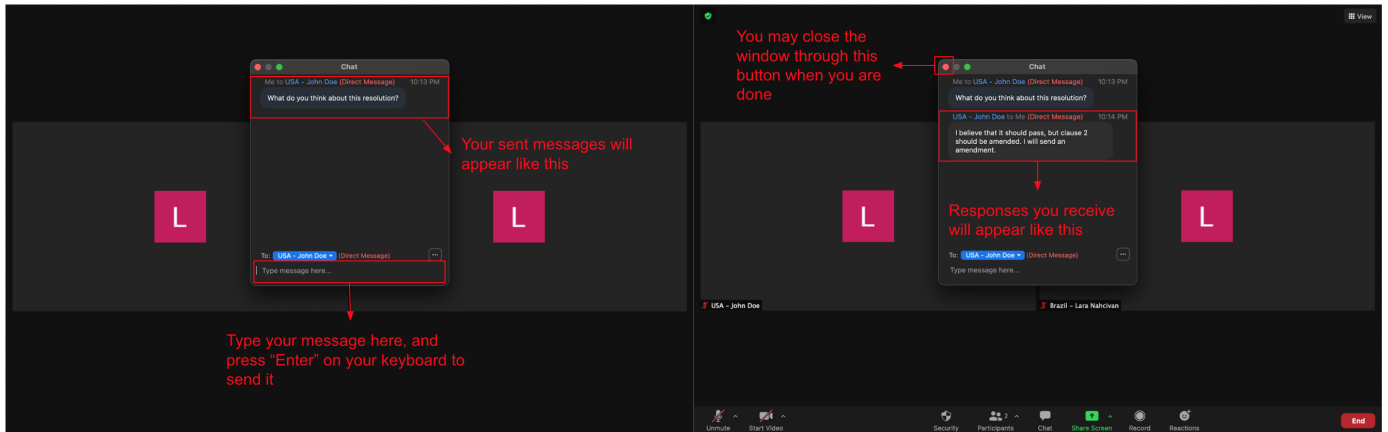


- e) After you have been recognized, and delivered a speech or asked a point of information, lower your hand and unmute yourself in order not to confuse the student officers.



- f) The voting procedure for resolutions, clauses or amendments will happen through raising and lowering hands. Follow the instructions of your chair for more information.
- g) During the coffee breaks and lunch breaks, please remain on the call unless you experience technical difficulties. If you do have to leave the session due to technical difficulties, please return as soon as possible and inform your president chair of the situation in order not to be marked as absent in the roll call.
- h) You may chat with other delegates through the "Chat" section. However, we require that you keep your discussions with other delegates relevant to the conference.





- i) During lobbying sessions, you can unmute your microphone and discuss with other delegates inside the breakout rooms.

