

ABC Zoom Registration, Renaming, and Audio Connection Process for Delegates
16 Apr 2020

1. Use the following Zoom registration link

https://zoom.us/meeting/register/vpMtceGopjkjZt8n_aHXy9DodIvgnWorfg

2. Enter the following information into the form:

Time:

- If you are the ONLY delegate for your group, select both dates (Thursday and Friday)
- If you have a Co-Delegate, select ONLY the date YOU will be representing your group.

Everyone:

First Name = The WSO number for the group, Intergroup or Region YOU are representing. (Same as on your Delegate Registration form.)

Last Name = YOUR first name and last initial (only please)

Email Address = the one you used when you registered as a delegate

Name of Co-Delegate:

- If you are the ONLY delegate for your group = Type “None”
- If you have a Co-Delegate = Type the First Name and Last Initial of your co-delegate



World Service Organization


Meeting Registration

Topic	2020 ABC
Description	Please use the following in the Name Blocks Below: First Name = The WSO number for the group, Intergroup or Region Number YOU are representing. (Same as on your Delegate Registration form) Last Name = YOUR first name and last initial
Time	You can choose to attend one or more of the following sessions. <input checked="" type="checkbox"/> Apr 23, 2020 09:00 AM <input checked="" type="checkbox"/> Apr 24, 2020 09:00 AM Time shows in Eastern Time (US and Canada)

First Name*	Last Name*
<input type="text" value="NC1234"/>	<input type="text" value="Sharon F"/>
Email Address*	Confirm Email Address*
<input type="text" value="webassistant@acawso.org"/>	<input type="text" value="webassistant@acawso.org"/>

Name of Co-Delegate (Type "None" if there is no other delegate for your group)*

* Required information

I'm not a robot 
reCAPTCHA
Privacy - Terms

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3. After you click “register” you will see the following screen



World Service Organization

Meeting Registration Pending Approval

Topic: 2020 ABC

Description: Please use the following in the Name Blocks Below:

First Name = The WSO number for the group, Intergroup or Region Number YOU are representing. (Same as on your Delegate Registration form)

Last Name = YOUR first name and last initial

Time: Apr 23, 2020 09:00 AM
Apr 24, 2020 09:00 AM
Time shows in [Eastern Time \(US and Canada\)](#)

Meeting ID: 370-680-829



Your registration request for this meeting has been submitted to the host for approval. You will receive an email regarding your registration status.

To Cancel This Registration

You can [cancel](#) your registration at any time.

4. Once your registration is approved, you’ll receive a confirmation email (may take 24-48 hours). On Thursday April 23rd and/or Friday April 24th, you can use the “Click Here to Join” link to enter the ABC. (This link is unique for you. Please do not share.)

2020 ABC Confirmation



ABC Support <no-reply@zoom.us>
To: NC1234 Sharon F

Today at 10:00 AM



World Service Organization

Hi NC1234 Sharon F,

Thank you for registering for "2020 ABC".

In order to fully participate (voting, voice, etc) you will need to login to the meeting using the Zoom application (either on a computer or mobile device). If you need to use your phone for audio, please connect it for audio when logging in with your computer. (See instructions in the Delegate channel on Slack or on the Zoom website.)



Please submit any questions to: abcsupport@acawso.org

Date Time: Apr 23, 2020 09:00 AM Eastern Time (US and Canada)
Every day, 1 occurrence(s)
Apr 23, 2020 09:00 AM

Please download and import the following iCalendar (.ics) files to your calendar system.

Daily:
https://zoom.us/meeting/attendee/vpMtceGopjkiZt8n_aHXy9DodlvgnW0rfq/ics?user_id=LvA1jrmQ6arfMogNjrl9A

Join from PC, Mac, Linux, iOS or Android: [Click Here to Join](#)
Note: This link should not be shared with others; it is unique to you.
[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Or iPhone one-tap
US: +19292056099,,370680829# or +13126266799,,370680829#
Or Telephone:
Dial(for higher quality, dial a number based on your current location):
US: +1 929 205 6099 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782
or +1 301 715 8592 or +1 346 248 7799
Meeting ID: 370 680 829
International numbers available: <https://zoom.us/j/adSv3hy19d>

You can [cancel](#) your registration at any time.

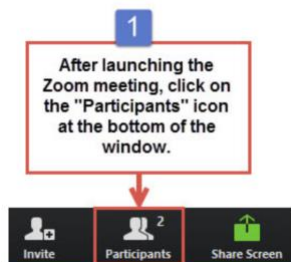
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- Before the day of the ABC, please make sure the Zoom application on your computer or mobile device is the most current version. You can download the current version here at this link.

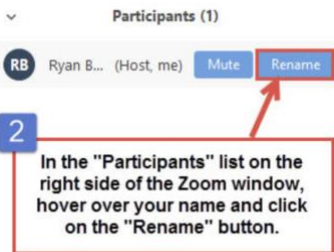
<https://support.zoom.us/hc/en-us/articles/201362233-Where-Do-I-Download-The-Latest-Version->

- On the day(s) of the ABC, click the **“Click Here to Join”** link in the email. The Zoom app will open on your device.
- Before you enter the ABC meeting room, please make sure to rename yourself using the WSO Number of your group, then your First Name and Last Initial.

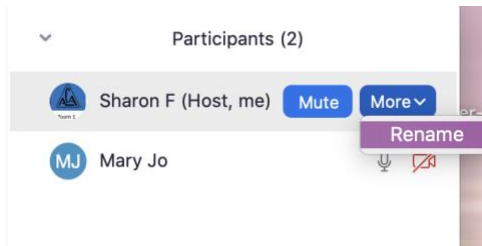
To change your name after entering a Zoom meeting, click on the **“Participants”** button in the Zoom window.



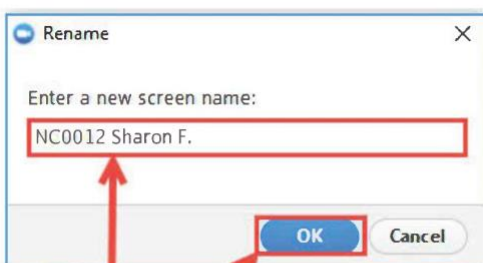
Next, hover your mouse over your name in the “Participants” list and click **“Rename”**



OR



Enter the **WSO Number for your group, then your First Name & Last Initial**

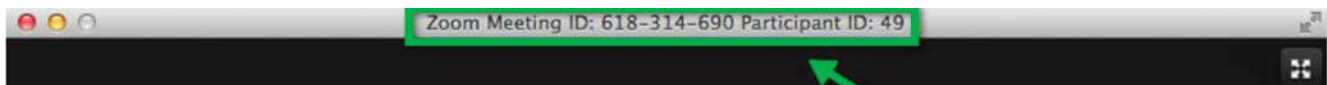


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8. If using a phone for audio, along with your computer, connect the phone to your computer's Zoom application.

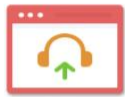
After joining a Zoom meeting, you will be prompted to join audio. At that time, you can choose "phone call" and dial one of the numbers, enter the meeting ID 370 680 829# and your participant ID followed by #.

To find the meeting ID or your participant ID, hover over the Zoom meeting window. You may also find your participant ID beside your name in the "participants" list.



The participant ID may also be found here:

Meeting Topic:	Tech Help - as needed -- Thurs Apr 16th 3pm EDT
Host Name:	Zoom1 DO NOT CHANGE
Invitation URL:	https://zoom.us/j/135895746
	Copy URL
Participant ID:	431429



Join Audio

Computer Audio Connected



Share Screen



Invite Others

More information about joining your phone audio to your computer can be found at this link.

<https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>