Tech Resources Available

Before Convention

Assistance in problem-solving access issues
If you or a delegate at your faith community are having issues accessing the technology or internet connection necessary to participate in convention online, please contact Jessica Ricardo. Jessica is ready to help problem-solve any issues that arise so that every delegate in ECMN has what they need in order to participate fully in convention.

Jessica Ricardo
Jessica.r@episcopalmn.org
612-870-3301

1-1 Zoom Support Sessions
Jessica and other missioners are available to provide 1-1 support to walk through the functions of the zoom webinar platform, test your technology and internet connection, and walk through the online modifications for the standing rules of order so that all delegates feel comfortable with the platform so you can participate fully in convention.

Group Practice Sessions
Two practice sessions will be offered ahead of convention for those who want to learn how to use the zoom webinar platform ahead of the meeting on the 25th.

September 9th at 6pm
September 10th at 12pm

More information and registration for these sessions can be found online at episcopalmn.org/ecmn-convention.

Convention Dress Rehearsal
It is recommended that ALL delegates attend this gathering. It will be run by the outside company that is providing support for the business meeting of convention, and will therefore very closely mirror the experience of the business meeting. We will credential all delegates, launch practice polls, and participate in discussion.

Dress Rehearsal: Friday, September 18th, 5pm.

By registering for convention, you will automatically receive a link to the dress rehearsal. This link will NOT be the same link for the Business Meeting on September 25th.

During Convention
Assistance will be available during the online meeting for those experiencing technical difficulties. Individuals needing assistance should call 612-871-5311.
Technology Instructions
More information can be found at episcopalmn.org/ecmn-convention

Technology Requirements for Zoom Webinar
In the early days of our pandemic response here in ECMN, we utilized the zoom webinar function for our Tuesday gatherings at 2pm, so this platform is likely to look and feel familiar for those who attended those gatherings.

The system requirements for zoom can be found here. Unlike most zoom gatherings, we will need all who are logging into the gathering to do so from a laptop, tablet, or smartphone, in order to ensure that everyone is able to vote. You cannot vote when you dial into the meeting using the phone number.

Logging into the Zoom Webinar for Convention
You will receive an email from ECMN the week of convention with the login information for the meeting.

At the time of convention, you can click on the link included in that email from the device that you’d like to participate in the meeting on. This will open zoom.
Technology Instructions

Participant View
You will only be able to see the panelists (those running the meeting and addressing convention) while participating in convention. While we love being able to see everyone’s face on zoom, the visual simplicity of the webinar feature helps ensure that those with low bandwidth connections are less likely to be kicked off.

You will have access to 3 main functions: raising your hand, chat, and participating in polls as they are launched for voting.

Raise hand: raising your hand is an indicator that you would like to address convention. A moderator may chat with you via the chat or Q&A in order to learn more about what you’d like to say. See Standing Rules of Order on page 12 of this booklet for more information about this.
Technology Instructions
More information can be found at episcopalmn.org/ecmn-convention

Chat
Chat is a general place for discussion that anyone can use. If you’d like to type a message, you can click on the chat button. You can choose whether you’d like your chat to be seen just by the panelists (those you can see, who are running the meeting) or by panelists and all those participating in the webinar. If you keep the chat box open, you'll be able to see what other participants and panelists are saying in chat.
Technology Instructions

Addressing Convention
Please see the Standing Rules of Order on page 12 of this booklet for an in-depth explanation of the process to address convention. On the technical side, once you have raised your hand and you have been made a panelist (this will be done by a moderator), you’ll see the controls below.

Once the President of Convention has welcomed you to address convention, please unmute your audio and video and then begin speaking.

Tap or click here to unmute yourself.

Tap or click here to share a video of yourself.
Technology Instructions

Voting/Polling
Voting will take place within the zoom webinar system. The polling feature native to zoom is supported and expanded by the company that will be managing the zoom meeting us.

A vote will be announced and explained before it is launched.
A moderator will launch the vote, which will cause a window to appear on your screen with the specific information to be voted on.
Pay attention to the instructions, select the option(s) you’d like to vote for, and then click/tap Submit.
You must choose Submit in order for the vote to officially be counted.
Once your vote has been submitted, the box will disappear from your screen.

For nominations to elected bodies, each elected body will be voted on separately, meaning that for each elected body, a new box will appear on your screen to vote. For the Standing Committee, meeting moderators will ensure that delegates are able to vote by orders.