

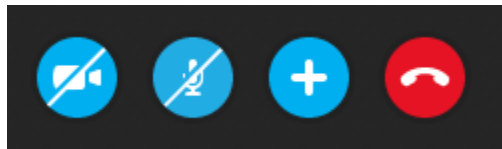
Attending Region 8 Assemblies remotely using Skype:

Preparing to attend Assembly using Skype:

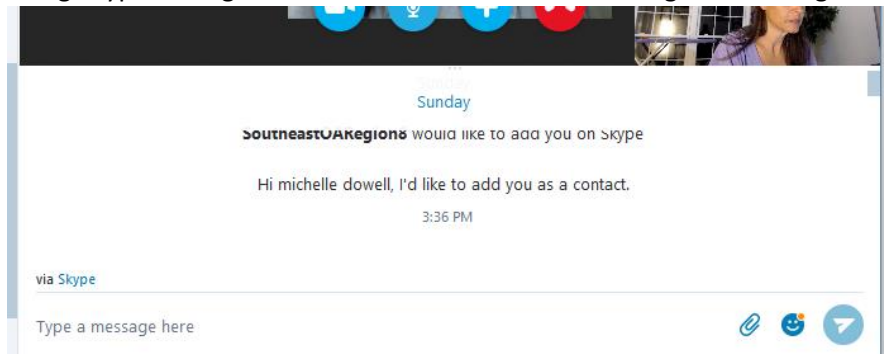
1. Download and install Skype onto your device. <https://skype.com>
2. Create an account.
3. Make a “friend” request with SoutheastOARegion8 (Note that there are no spaces in the Region’s Skype name).
4. Email techwebchair@oaregion8.org with your Skype name and your desire to attend via video feed.
5. See the following page for detailed instructions to follow while attending the Assembly remotely.

Attending Assembly using Skype:

1. SoutheastOARegion8 will be online Friday night beginning at 7pm and Saturday morning beginning at 8:30am the local time of the Assembly location.
 - a. SoutheastOARegion8 will video call YOU.
 - b. If you wish to be contacted at a time other than these start times, please make this request to techwebchair@oaregion8.org and we will do our best to accommodate you.
2. When connected by video conference feed, please mute both your microphone (click on its symbol below the video feed on your screen) so that there is not feedback to the other callers from audio being picked up by your laptop's microphones. Also mute your camera so that there is less bandwidth used and SoutheastOARegion8 will only see your profile picture. So below the video feed of the Assembly, you should see this:



3. Communicate with the person running Skype through the chat window. SoutheastOARegion8 will begin a chat



with you and it will look like this:

4. Remember that the person running Skype and communicating through the Chat window is also doing their best to participate in the Assembly so be patient with whomever is running this platform if they don't see a message from you immediately! If a Skype connection is lost in the middle of the Assembly, SoutheastOARegion8 will try to reconnect you. You also can send an email to techwebchair@oaregion8.org