

Suggested Zoom AA Meeting Etiquette

Sign in to a Zoom meeting on time or early.

-Because of larger attendance at zoom meetings, we want to respect the time of all people.

Focus on the agenda and chairperson, just like a regular AA Meeting.

Avoid cross talking.

-Zoom meetings can get large. Today there are few of them & many AA's who need a meeting.

-Not cross talking helps promote an orderly & efficient meeting.

Keep your shares short.

-There will be many more people attending these type meetings and we to give as many as possible the chance to share.

Mute your phone or computer when you are not the speaker.

-This reduces annoying and unwanted background noise.

-There will be an icon of a microphone on your screen to click to mute or unmute.

Raise your blue zoom hand to be identified to speak by the Chairperson or Host.

- There will be prompt or icon to "raise your hand." Click it if you want to share.

-There will be prompt or icon to "lower your hand." Click it once your called upon, or decide you don't want to share.

Control if you want yourself to be video broadcasted or not.

- There will be prompt or icon of a video camera on your screen to click to have yourself video broadcast to the rest of the callers, or to not be video broadcasted to them. It's your call.

Control your name that Zoom displays as you identification.

-On your screen you can click on your name/picture and 4-5 prompts come up. Clique on "rename" and follow instructions. For example, Zoom might identify you as "John Smit."

If I want, I can change that to "John S.."

Passing of the "virtual basket"

-Your Home Group Treasurer should make suggestion on how to get your 7th Tradition Donations to him.

The meeting before & the meeting after the meeting.

-The Host may open the line before the start of the Regular Meeting and keep it open after the end of the Regular Meeting to facilitate fellowshipping, social chatting and catch up time.

This Document will Evolve as We Use & Learn Zoom. Remember: It's Progress, not Perfection!