

Attention - Zoom Meeting Information

BLET National Division has given us the authorization to hold our Meetings using Zoom Video Conference during the COVID pandemic.

We will send out a message requesting your participation in the Zoom Meeting around 48 hours prior to the meetings. If you wish to participate in our Zoom meeting, you must request this link.

There are two ways you can participate. You can log in over the Zoom app and participate via video conference. The other option is to call a phone number and participate via conference call. This call is also through the Zoom Service.

For security purposes you need to fill out the information by following the instructions below.

To Request the Zoom link, please go to www.blet622.com/zoom. This is in compliance with rules outlined by the Nation Division.

You will then receive an email with the link, call in phone number and additional information to the email address you provided.

If you do not receive this email, check your junk email folder. The email will be from info@blet622.com

Do not share this link.

Please do not wait until the last minute to request your link, plan ahead if you are interested in attending. We understand our work schedule may not allow this, but please try. As we are not sure how many participants we are going to have, the earlier you request the information, the better we can plan.

Also, if you are participating, please try to log on between **8:30 and 8:55** the morning of the meeting. We need to grant access, verify who you are, and make sure your audio is working properly. This takes a little time, especially if we have a large number. We ask this to insure the meeting, once started at 9:00, can proceed without interruption and in a timely manner

You can get the Zoom app at Zoom.us or in the app store

Please download and set up your free Zoom beforehand. If you have any questions, get them answered prior to the meeting, as to not impede the progress of this meeting.

If you want help using it for the first time please contact **Bert Trevino @ 3086606325**

It is each Member's responsibility to protect the secure link, as our Union has strict rules against broadcasting Union affairs or otherwise disclosing business to individuals who are not members of the BLET. Matters discussed at meetings are secret and confidential in order to allow the Members to feel comfortable that what is stated in the meeting remains private and they feel assured that what is discussed will not spread outside the meeting.

Below is a video to assist in getting setup with this Free app.

<https://youtu.be/F5PtzRVx0jw>

Here is a video on joining a meeting.

<https://youtu.be/9isp3qPeQ0E>

If for some reason you get disconnected from the meeting, please log back in using the same way you started.

Please place your video on mute unless you are talking, this is to avoid unnecessary background noise and allow everyone to clearly hear the person talking.

If you have a question during the meeting through the zoom app you can do what is called "Raise your hand", here is a video on how to do it.

<https://youtu.be/UzUZeN2DGKE>

If you want help using it for the first time please contact Bert Trevino @ 3086606325 or Neil Burri @ 3087600937