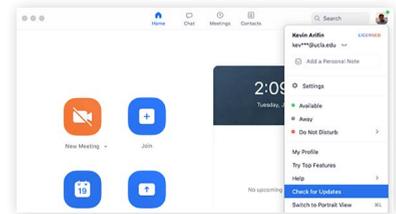




We might be online this year, but that won't stop all of us from helping you tell your school's story! Here are five things you can do now to make sure you're ready for virtual Yearbooks@theBeach:

Step 1 → Download/Update Zoom

Go to <https://zoom.us/download> to download Zoom for your computer. You can also find the Zoom Mobile App on iOS, iPadOS and Android. On the Zoom Client, you can check for updates by clicking on your profile icon and clicking "Check for Updates." On mobile, you can go to your application store for updates. Even if you already have Zoom on your computer, you should consider downloading it again so you will have the latest version.



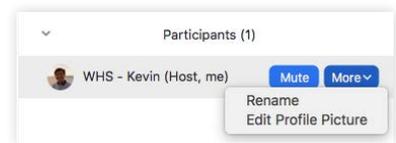
Step 2 → Join a Test Meeting

Go to <http://zoom.us/test> to launch a test meeting to get some practice and familiarize yourself with the app. Follow the instructions to check if your video camera, speaker and microphone work. If you encounter any problems, see additional guides/videos posted on the camp website or visit <https://support.zoom.us/hc/en-us>. Don't be afraid to ask your peers or us for help!



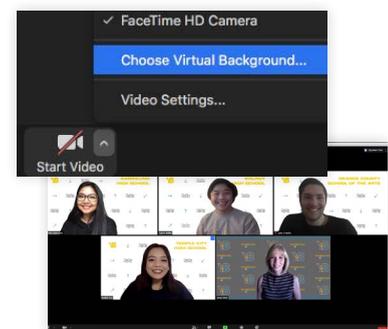
Step 3 → Rename Yourself

Click on "Participants" on the bottom toolbar. Hover over your name and click "More." If you are on mobile, you just need to click your name. Click "Rename" and use the following format so your instructor knows what school you go to and what your name is:
[School Initials] - [Your First Name] (ex. WHS - Kevin)



Step 4 → Use Our Virtual Background

Click on the tiny arrow on the top right of the "Start Video" icon. Click on "Choose Virtual Background." If you are on mobile, you should click "More" and then "Virtual Background." Click on the "+" icon to upload your personalized Zoom background provided by us. If you encounter issues, you may have to click on the box next to "I have a green screen." NOTE: Some older devices do not have the capability to run virtual backgrounds.



Step 5 → Review Zoom Etiquette

- Sign in to the session early to get situated.
- Use headphones with a microphone. *Doing so will greatly improve your sound quality and will help cut out background noise.*
- Share a computer to access the session if you and another staffer are in the same room. *Loud feedback will occur if two devices are used in the same room at the same time.*
- Unless you are asked to do otherwise, have your video turned on and your microphone muted. *The staff and your peers will want to see and hear you to make the experience more personal.*
- When possible, speak to your webcam, not to your screen. *This allows you to make eye contact with others in your room.*
- Take your role as a student seriously. *Dress appropriately. Minimize distractions by turning off unnecessary notifications on your computer and phone.*
- Be engaged and courteous. *Do not hesitate to use the chat feature or raise your hand in the participants' panel to voice your ideas or ask questions!*

We have so much in store for you this July!
It's time to **GO BOLD!** See you soon!