# FAQ: NEW MAYORS AND COUNCIL MEMBERS ACADEMY

**Q: What platform are you using for this Virtual Conference?**
**A:** The entire conference is taking place on Zoom. We encourage you to download the Zoom app and test it out on your preferred device if you have not already been using it. For more information about Zoom, visit https://zoom.us/

**Q: How will I access the Virtual Conference?**
**A:** Registered attendees will receive a username and password in the days prior to the conference that will grant them entry to the Virtual Conference Access Page. This site will be your portal to the entire Virtual Conference, including the conference schedule, access to join the Zoom conference sessions and recordings, links to session materials, and more. This site is for registered attendees only, and passwords and access should not be shared with anyone who has not registered.

**Q: How do I access sessions for the Virtual Conference?**
**A:** You will find the Zoom links for each session on the Virtual Conference Access Page.

**Q: Do we need to attend the sessions live? A:** We encourage you to attend the sessions live to be able to interact with speakers and fellow attendees, just as you would with an in-person conference. However, recordings of each session will be posted on the Virtual Conference Access Page to view after the conference. Please note that some sessions must be attended live to receive credit, such as AB 1234 and AB 1661 trainings.

**Q: How do I ask questions on Zoom?**
**A:** Using the Zoom toolbar, you can write in your question in the Q&A box. Also, you can "upvote" other attendees' questions. This brings the most popular questions to the top of the Q&A box.

**Q: Do I need to have a camera on my computer?**
**A:** Not necessarily. If you want to interact face to face during the networking opportunities, you will need to use a device with a camera. If you want to ask questions verbally, you will need to use a device with a microphone. Otherwise, a camera is not required.

**Q: Can I participate in the sessions from my phone?**
**A:** Yes, but a computer or laptop does provide easier access to see, hear, ask questions, and participate with the Zoom platform. If you do choose to use your phone, please make sure to use the Zoom app, as opposed to only dialing in.

**Q: Will I be able to interact with the speakers and other attendees?**
**A:** Yes! There will be ample time for Q&A at the end of each session with the speakers. You will be able to chat with your fellow attendees at the Zoom networking opportunities throughout the conference.

**Q: Can I access the session materials before the session so I can follow along on my own?**
**A:** If the speakers have submitted their materials prior to their session, then they will be available under the Session Materials tab on our event webpage. If they are not there ahead of time, check back as we will continue to add materials as we receive them.

**Q: Will I have an opportunity to attend the State mandated AB 1234 and AB 1661 trainings? I don't see them on the conference schedule.**
**A:** Yes. Only registered attendees of the New Mayors and Council Members Academy will receive access to the trainings. A link to register has been included in the conference welcome e-mail. To

receive credit for the training, you must have your own individual log-in (under your name), be present for the full two-hour training, and participate in the live polling during the session.

Understanding Public Service Ethics Laws and Principles (AB 1234) will take place Friday, Feb. 18 from 10 a.m.-12 p.m.

Harassment Prevention Training for Supervisors and Officials (AB 1661) will take place Friday, Feb. 25 from 10 a.m.-12 p.m.

**Q: Where can I find the Resource Guide?**
**A:** The 2022 New Mayors and Council Member's Resource Guide can be found on our event webpage. You can access individual sections, and the entire guide as a whole.