Welcome to HLAA Virtual Meeting Holiday Open House!
Directions for Viewing on a Desktop

Meetings will be recorded and posted on the HLAA website.

Directions courtesy of Ann Thomas, HLAA Diablo Valley Chapter
ZOOM Preferences

Captions
Full Transcript
Chat Window
Adjust Side-by-side view
Raise Hand
Speaking
External Microphone
Captions

1. Turn on—click on CC icon
2. Click on **Subtitles**
Increase Caption Font Size

1. Click on CC icon
2. Click on **Subtitle Settings**
Move Caption Window

1. Drag your mouse over the caption window
2. A blue border will appear
3. Hold down your mouse button and move
Full Transcript Captions

1. Click on the CC icon and select **View Full Transcript**

**NOTE:** Full transcript is not available in full screen mode
Viewing the Full Transcript in a separate window

1. Open a new window in your browser
2. Paste the StreamText URL into the browser
3. Resize windows so you see both the StreamText window and also the Zoom window
Chat Window

1. Open Chat window
2. Pop Out the Chat box to move. Click the downward facing arrow, **Pop Out**.
3. Move Chat box on your screen away from captions to avoid overlap of captions and chat messages.
Change Chat Font Size
Keyboard Shortcut

Mac—Press Command ⌘ + or ⌘ Command -
Windows—Press Control + or Control -
Chat Usage

1. Feel free to use the chat to help others and for technical questions
2. Identify yourself, name and chapter or locations
Adjust Side-by-side view

- Your screen should be in Side-by-side mode if you have joined by computer.
- There should be a shared screen with presentation on the left and the speakers will appear on the right in gallery view.
- You can adjust the size of your Side-by-side view by hovering your pointer between the shared screen and panelist videos and click on grey line and slide to adjust to your desired view.
Raise Hand to Ask Question

To ask a question or make a comment
1. Click on the Participants icon
2. Click on Raise Hand
Participants—raise hand
Speaking

Speak a little slower than normal, to aid understanding.
External Microphones

Increase audio clarity,
use an external microphone if available.
Welcome to Holiday Snap!
Take in as much information about the picture as you can in 10 seconds.

Answer the question on the next slide

Good Luck!
If you know how, you can “pin” a friend or two to the top of your gallery and compete directly with that person.
How many red ornaments did you see?
What color were the stars on the tree?
gold
Was the man wearing a watch?
no
How many pairs of ski boots did you see?
How many dreidels were in the picture?
How many answers have you answered correctly so far?
Was there a person in the picture?
no
What was the stag’s fur made of?
leaves
Did all the Nutcrackers have a mustache?
yes
How many coins were visible?
How many horizontal stones were in the picture?
What was Joseph holding?
a staff
What words were on the building in front?
bed and breakfast
What was the dog on the left carrying in his mouth?
a stuffed duck
Has your competitive spirit awakened yet?
Was there a star on the tree?
no
How many points were on the stars?
How many luminarias were on top of the far wall?
7
How many Stars of David were there?
What was the address on the house?
Was there a gingerbread man on the wrapping paper?
no
Are you competing with a friend in the chat box?
What color was the word Kwanzaa?
orange
HOT DOG! IT'S A WONDERFUL LIFE
DEC 14, 7PM & DEC 21, 2PM
What was the name of the movie theatre?
Paramount
How many points is “X-Mas” worth?
What fruit was all the way to the right?
An orange
Was there smoke coming out of the chimneys?
No
Which color car had the tree that was not tied down?
Happy New Year 2021
How many times does the word “Health” appear?
Did you have fun playing this game?
How did you do?
Happy Holidays from HLAA and HLAA California State Association!