

WestView Primary Care Network

Virtual Education Series Tips

1) Safety and Respect

To support a safe and respectful learning environment:

- Please do not record any part of the session (video and/or audio).
- Turning video camera on is encouraged but not mandatory.
- Stay on mute and use the chat box and reactions function to participate and interact with the instructor and other participants. This helps limit background noise and distractions. After the session is finished, there will be an opportunity to unmute and take part in open discussion.
- Be respectful of other perspectives and experiences.
- Limit distractions as much as possible (we know this can be hard at home!)
- Have fun! Actively participating by sharing and asking questions enriches everyone's learning.

2) Basic Zoom Skills

Knowledge of basic Zoom functions such as mute/unmute, video on/off, reactions buttons, chat functions and answering poll questions will be helpful. If you haven't used these functions, please review the applicable [Zoom video tutorial](#) prior to the session.

Additionally, downloading the most current version of the Zoom App will ensure that your computer/device runs smoothly. If you are unsure how to do this, click [here](#) to join a Test Meeting and check your audio and video setting and capability.

3) Session Materials

Prior to your registered session, you will receive the Zoom meeting link and session handouts. You are welcome to review them ahead of time if you wish, but it is not required. If you have any questions, please contact Penny Grise at 780.960.9533 Ext. 234 or penny.grise@westviewpcn.ca

Looking forward to meeting you!