GIRLS EMPOWERMENT CONFERENCE
Frequently Asked Questions for the 2020 Virtual Girls Empowerment Conference

1. **Is the 2020 Girls Empowerment Conference Virtual?**
   Yes. The 2020 Girls Empowerment Conference will be virtual using WebEx Events as the video conferencing platform.

2. **Where do I register?**
   Go to: https://parks.lacounty.gov/gec2020/ Select REGISTER NOW in the middle of the page and you will be directed to registration.

3. **Where do I get links for events?**
   Once you register for the 2020 Girls Empowerment Conference, you will automatically be signed up to receive specific emails with links to the live workshops, speaker series, video posts, and other related resources and events.

4. **Do I need to download the WebEx app attend the live events?**
   You can join 2020 Girls Empowerment Conference from your computer, mobile device, phone, or a video system. Once you register, you will receive and email with link for each live event. Give yourself a few minutes and join early to go through this process so you don't miss anything.
   1. Open your email invite and click **Join (Desktop version)**
      a. *if this is the first time using this app, WebEx automatically downloads the app. Click the installer file to install app. You're set.
      b. If you don't want to install anything, click **Join from your browser**
   2. Install and join the meeting with the desktop app
   3. Enter your name and email address and click **Next**.
   4. Enter meeting password. The meeting password is in the email invitation, click **Next**
   5. Choose your preferred audio and click **Join Meeting**
      a. There will not a be video option
      b. Video option will only be available to guest speakers, panelists, host etc.

5. **Will I be able to comment or ask a question during the live events?**
   Upon entering the conference everyone will be muted. Attendees will have to use the "Raise Hand" feature in order to ask a question. The host will unmute for questions only, one at a time. Time for questions and answers has been reserved towards the end of each workshop, speaker and panel.
   - To ask a question you will first have to "Raise Hand" *located in the participants panel, hover your name and you will see a picture of a small hand. Select it and you will see a hand appear by your name.

- Once your hand is raised the host will unmute you so you can ask your questions
- Once your question is asked and answered, the host will put un-raise your hand and move to the next question

6. **Is there a "Chat Box"?**
Yes. Once you're in the conference you will only be able to communicate with the host. The Chat Box feature is located on the bottom right hand of your screen. You will see a chat icon/bubble. Select it and the chat box will appear.
- Type in your name in the chat box and follow it with your question.
- You can also choose to use the "Raised Hand" feature listed in #4.

7. **Should I use Speaker View or Grid View?**
Once in the conference you will be able to choose your preferred view. You will be able to choose Speaker or Grid View. These options will be on the top right-hand corner of viewing screen.
- Speaker View – to see active speaker/s
- Grid View – to see all speakers

8. **What is the Girls Empowerment Conference Survey?**
Upon exiting the conference, you will be asked to complete a survey. This survey will give us an opportunity to know what you think and how you feel about your experience. Please help us improve for future events by taking this survey.

9. **Connecting to Webex from a Mobile Device**
You can join a Webex meeting from your iOS device in any of the following ways:
- Sign in to your Webex account and:
- Swipe left to My Meetings and tap Join on the meeting entry
- Tap Join Meeting, enter the meeting number, Personal Room URL, or host's username, and then tap Join

If you don't have the Webex app:
- Open the Webex Meetings invite
- Tap Join Meeting.
- Enter the meeting number or host's Personal Room URL, and password
- Enter your name and email, and then tap **Join.**