


# Zoom Information Guide

This packet is intended to support members of the public and watch party organizers navigate the Zoom interface during the Department of Pesticide Regulation’s (DPR) Environmental Justice Advisory Committee public hybrid meetings. This guidance includes instructions for using a computer, iPhone or iPad (Apple), or Android device to participate in a Zoom webinar and access language interpretation services.

## Step 1- Register for the meeting in advance

Step	All devices (Computer, Apple and Android)				
1.1	Click the meeting link from the public notice or DPR’s meetings and events webpage: <a href="http://www.cdpr.ca.gov/meetings-and-events">www.cdpr.ca.gov/meetings-and-events</a>				
1.2	<p>Enter information on the registration page</p> <ul style="list-style-type: none"><li>a) First Name</li><li>b) Last Name</li><li>c) Email address</li></ul> <p>Click <b>Register</b> to complete the registration.</p> <div data-bbox="435 940 1299 1375"><p><b>Webinar Registration</b></p><p>First Name * <input type="text" value="Insert First Name"/> Last Name * <input type="text" value="Insert Last Name"/></p><p>Email Address * <input type="text" value="InsertEmailAddress@gmail.com"/></p><p>Information you provide when registering will be shared with the <a href="#">account owner</a> and host and can be used and shared by them in accordance with their <a href="#">Terms and Privacy Policy</a>.</p><p><b>Register</b></p></div>				
1.4	<p>If your registration was successful, you will see this confirmation on your web browser:</p> <div data-bbox="535 1486 1226 1879"><p><b>You have successfully registered</b></p><p>Please check the confirmation email sent to <span style="background-color: black; color: black;">[REDACTED]</span></p><table border="1"><tr><td>Topic</td><td>Department of Pesticide Regulation Environmental Justice Advisory Committee Public Meeting</td></tr><tr><td>Date &amp; Time</td><td>Apr 24, 2026 04:00 PM</td></tr></table><p>Didn't get an email? <a href="#">Click here</a> to resend</p></div>	Topic	Department of Pesticide Regulation Environmental Justice Advisory Committee Public Meeting	Date & Time	Apr 24, 2026 04:00 PM
Topic	Department of Pesticide Regulation Environmental Justice Advisory Committee Public Meeting				
Date & Time	Apr 24, 2026 04:00 PM				

1.5 You will also receive an automated email confirming your registration was successful.



Hi [REDACTED]

Thank you for registering for Department of Pesticide Regulation Environmental Justice Advisory Committee Public Meeting. You can find information about this webinar below.

<https://www.cdpr.ca.gov/environmental-justice/>

Please submit any questions to: [EJACinfo@cdpr.ca.gov](mailto:EJACinfo@cdpr.ca.gov)

You can [cancel](#) your registration at any time.

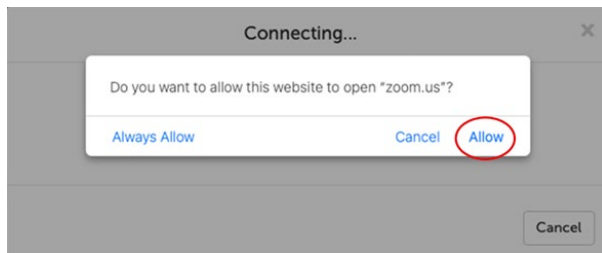
Thank you!

## Step 2- Join the meeting

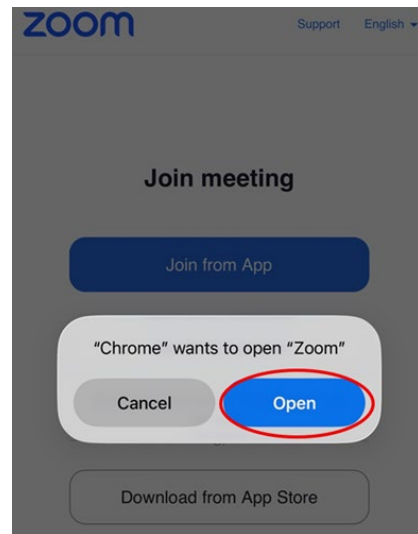
Before the meeting, ensure your internet connection and equipment are working properly, test your audio, confirm your device is charged or plugged in, and have a backup device in case of any issues, if available. Once you are ready, join the Zoom webinar through the link found in your registration confirmation email.

Step	Computer	Apple/Android
2.1	<p>Click <b>Join Webinar</b>.</p> <p>WAYS TO JOIN THIS WEBINAR</p> <ul style="list-style-type: none"> <li>Join from PC, Mac, iPad, or Android</li> </ul> <p><b>Join Webinar</b></p> <p>If the button above does not work, paste this into your browser:  <a href="https://us02web.zoom.us/j/85318858242?tk=IjEzX_8bSCaMyRI80QUUgAH4pqZKOWWafbgxJwYITJU_DQkAAAT3WZ2AhY5RmhTc3RqNIFkMkpFajg5bmlZLTFBAAAAA_AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA&amp;pwd=s88KxITajYWFNILEP_SjxNBS4CY5Z8.1&amp;uuiid=WN_durGaiihQaaUFO_N3VBi5w">https://us02web.zoom.us/j/85318858242?tk=IjEzX_8bSCaMyRI80QUUgAH4pqZKOWWafbgxJwYITJU_DQkAAAT3WZ2AhY5RmhTc3RqNIFkMkpFajg5bmlZLTFBAAAAA_AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA&amp;pwd=s88KxITajYWFNILEP_SjxNBS4CY5Z8.1&amp;uuiid=WN_durGaiihQaaUFO_N3VBi5w</a></p> <p>To keep this webinar secure, do not share this link publicly.</p>	<p>Tap <b>Join Webinar</b>.</p> <p>Add to: <a href="#">Google Calendar</a> <a href="#">Outlook Calendar(.ICS)</a>  <a href="#">Yahoo Calendar</a></p> <p>WAYS TO JOIN THIS WEBINAR</p> <ul style="list-style-type: none"> <li>Join from PC, Mac, iPad, or Android</li> </ul> <p><b>Join Webinar</b></p> <p>If the button above does not work, paste this into your browser:  <a href="https://us02web.zoom.us/j/85318858242?tk=rXeT1IFVJk5PbTkrXZHvMSSd8NF7uIBr11eXZeUp4_DQkAAAT3WZ2AhZuTkZaWihGcFJyR1V2c0xIVks0cnRBAAAAA_AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA&amp;pwd=s88KxITajYWFNILEPSjxNBS4CY5Z8.1&amp;uuiid=WN_durGaiihQaaUFO_N3VBi5w">https://us02web.zoom.us/j/85318858242?tk=rXeT1IFVJk5PbTkrXZHvMSSd8NF7uIBr11eXZeUp4_DQkAAAT3WZ2AhZuTkZaWihGcFJyR1V2c0xIVks0cnRBAAAAA_AAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAAA&amp;pwd=s88KxITajYWFNILEPSjxNBS4CY5Z8.1&amp;uuiid=WN_durGaiihQaaUFO_N3VBi5w</a></p> <p>To keep this webinar secure, do not share this link publicly.</p>

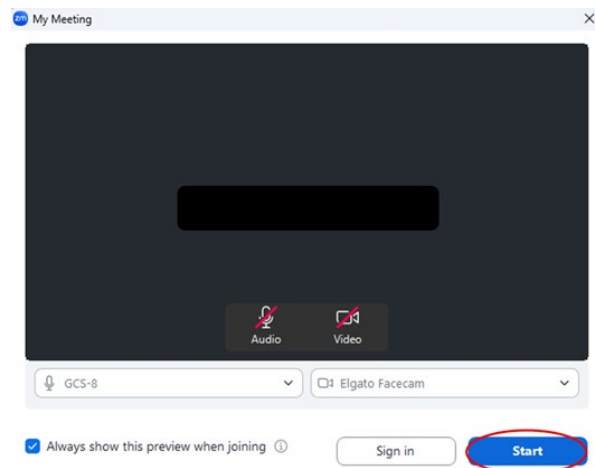
2.2 A pop-up notification will appear “Do you want to allow this website to open Zoom.us?” Click **Allow** to proceed.



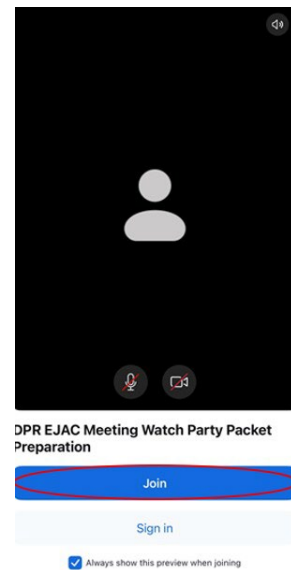
A pop-up notification will appear- e.g., “Chrome wants to open Zoom.” Tap **Open** to continue.



2.3 A preview screen will appear. Click **Start** to enter the webinar. Your audio will be muted and video disabled upon entering the Zoom webinar.

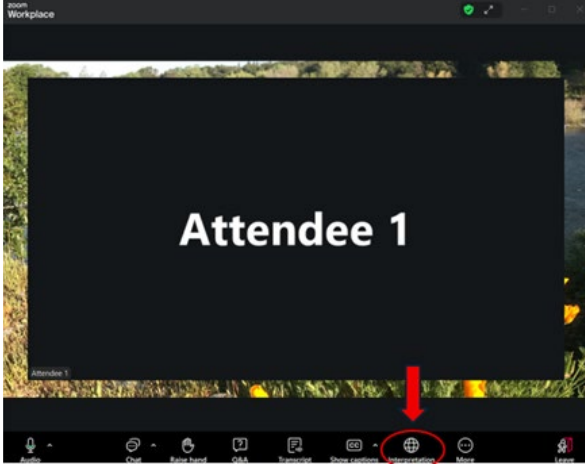
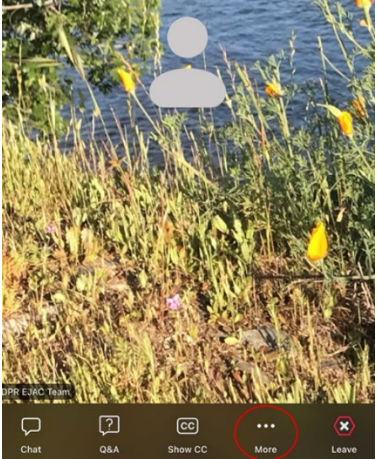
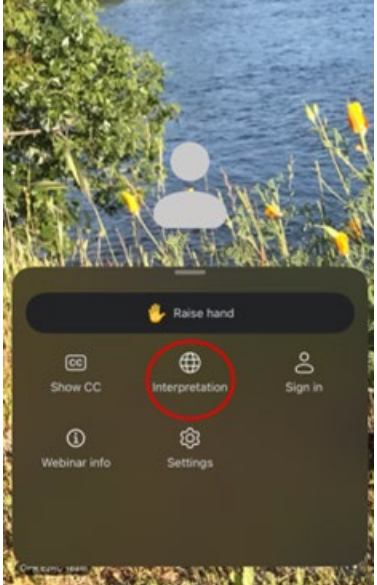


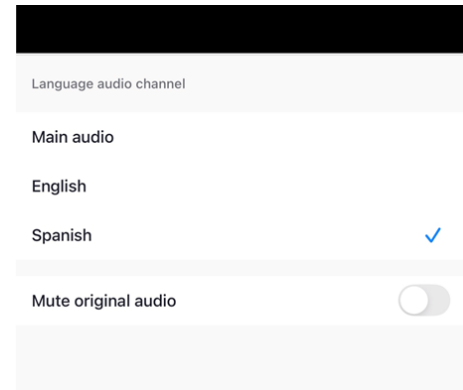
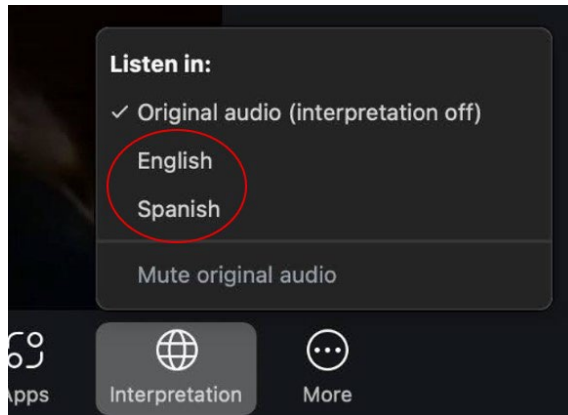
A preview screen will appear. Tap **Join** to enter the webinar. Your audio will be muted and video disabled upon entering the Zoom webinar.



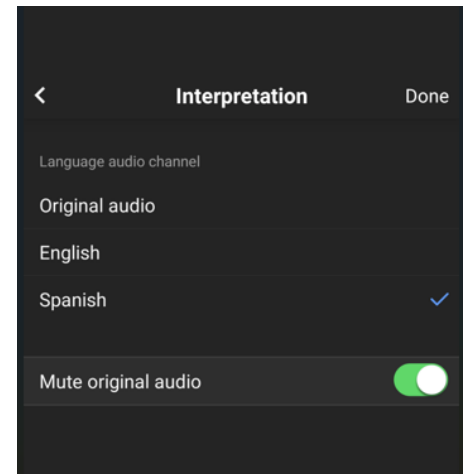
### Step 3- Select a Language Channel

Interpretation will be provided during the webinar. All attendees should select a language channel to listen to all speakers.

Step	Computer	iPhone/Android
<p><b>3.1</b></p>	<p>Click <b>Interpretation</b> at the bottom of the screen.</p> 	<p>Tap <b>More</b> on the bottom right corner.</p>  <p>Tap <b>Interpretation</b></p> 
<p><b>3.2</b></p>	<p>Select your preferred language. Monolingual English speakers should also select a language.</p>	<p>Select your preferred language. Monolingual English speakers should also select a language.</p> <p><u>Apple:</u></p>

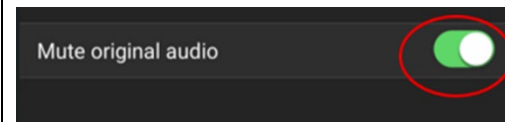
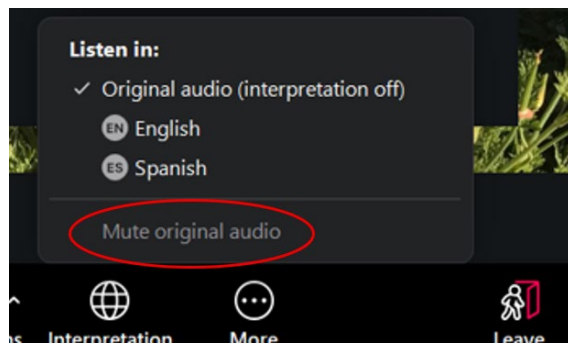


Android:



**3.3** Click **Mute Original Audio** to only hear your selected language.  
 If this step is not completed, you may hear multiple speakers at once when interpretation is being provided.

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 If this step is not completed, you may hear multiple speakers at once when interpretation is being provided.



## Provide Your Public Comments

We value your participation and appreciate your engagement in this meeting. During the public comment period, participants will be called by their Zoom name. When your name is called, please unmute your microphone before speaking and follow these guidelines:

- Speak at a clear and moderate pace
- Limit background noise to ensure your comments can be heard clearly
- Each speaker may have a time limit of 2-3 minutes to allow all participants to have an opportunity to share their comments.

Thank you for helping us create an accessible and respectful meeting environment.

### 1) Watch Party Host (First Speaker)

The host should provide the following information:

- a) Name
- b) Organization or group name
- c) Number of people in the room
- d) Number of speakers providing public comment
- e) If public comments will be provided in a language other than English.

*Example: "Hello, this is Ana from Valley Community Group. We have 8 people in the room, 3 will provide comment, some in Spanish."*

### 2) Individual Public Commenter

Each individual speaker should provide:

- a) Name
- b) Organization or community

*Example: "Hello, this is Marcos from the Moreno Valley Group."*

## **Step 4- Join the Public Comment Queue**

During public comment portions of the agenda, use the “raise hand” feature in Zoom to indicate your intent to provide public comment. Public commenters will be selected in the order the raised hand was received.

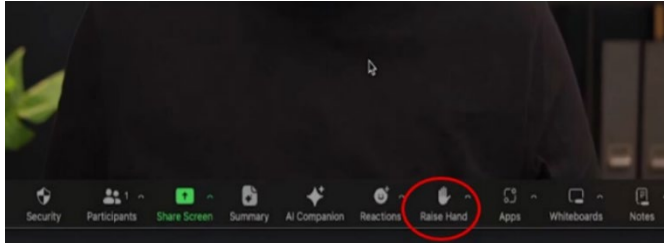
**Step** | **Computer** | **Apple/Android**

#### 4.1

There are three ways to use the **Raise Hand** feature depending on your Zoom settings.

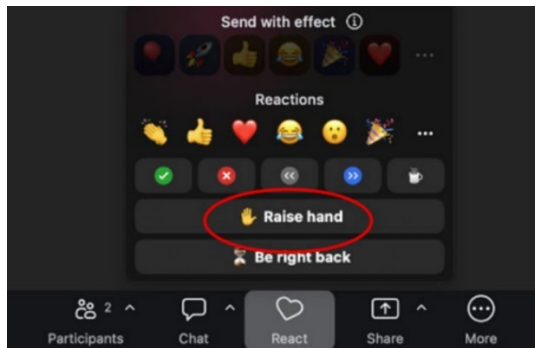
##### Method 1:

In the meeting screen click on **Raise hand**.



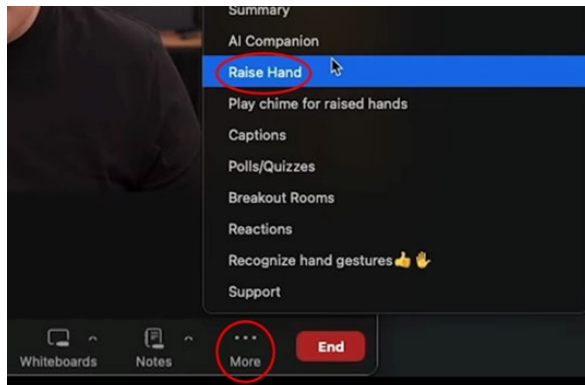
##### Method 2:

In the meeting screen, click **React** then **Raise hand**.

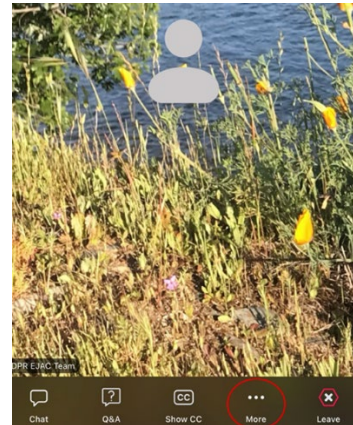


##### Method 3:

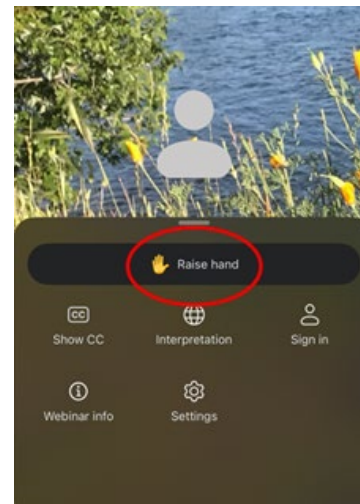
In the meeting screen, click **More** then **Raise Hand**.



Tap **More** on the bottom right corner.

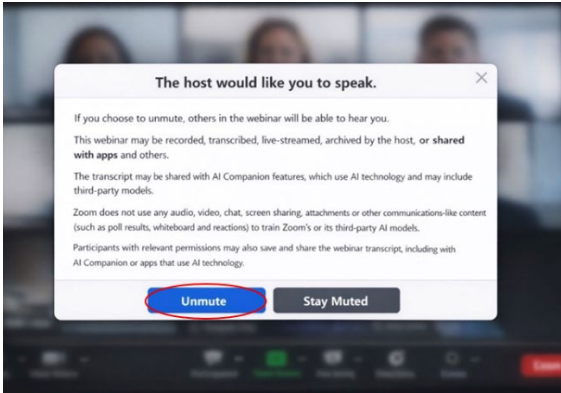
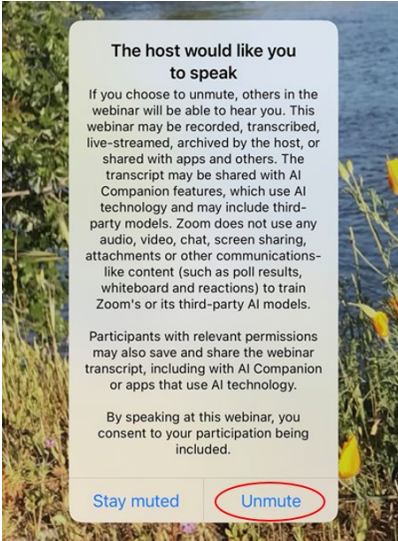
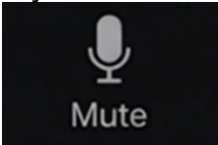
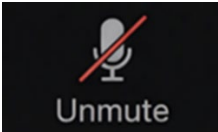


Tap on **Raise hand**.



## Step 5- Mute and unmute your microphone

You will only see the option to mute or unmute your microphone when it is your turn to provide public comment.

Step	Computer	Apple/Android
<p><b>5.1</b></p>	<p>When it is your turn, the host will send a notification to unmute. Click <b>Unmute</b>.</p> 	<p>When it is your turn, the host will send a notification to unmute. Tap <b>Unmute</b>.</p> 
<p><b>5.2</b></p>	<p>When you are unmuted, meeting participants will be able to hear you and the microphone icon at the bottom of your screen will look like the image below.</p> 	
<p><b>5.3</b></p>	<p>When you finish speaking, click or tap the microphone icon to mute yourself. A red slash will appear over the microphone icon. You may be automatically muted.</p> 	

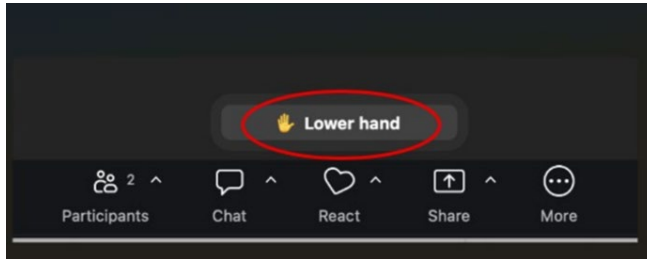
## Step 6- Lower your Hand

After you have provided your public comment, use the “lower hand” feature in Zoom to indicate that you have already spoken. Your hand may be automatically lowered.

**Step  
6.1**

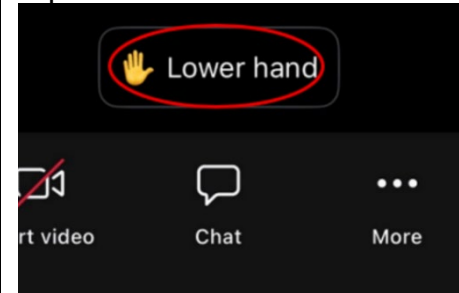
### Computer

Click **Lower Hand**



### Apple/Android

Tap **Lower hand**



## Need Help?

If you need any assistance before or during the meeting, please contact:

[EJACinfo@cdpr.ca.gov](mailto:EJACinfo@cdpr.ca.gov)