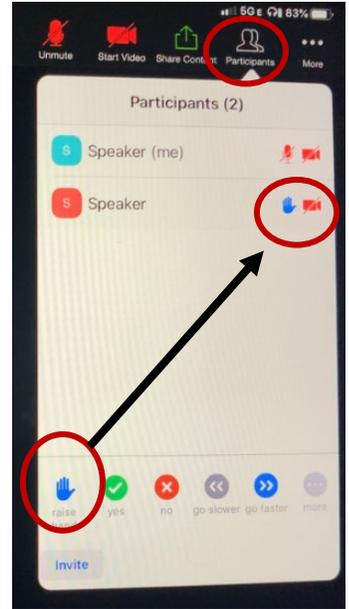


So I am on Zoom, Now What? How can I Provide Public Comment

When prompted by the Mayor to participate in the meeting by providing public comment, you can use the “Raise Hand” function.

To access the “Raise Hand” function, you will need to do the following:

1. Click on the Meeting Participant button on the tool bar. Depending on the device being used, the tool bar may be located on the bottom of your screen, or the upper right or upper left part of your screen (depending on your smartphone or tablet).
2. A participant box will pop-up. Look at the lower right hand side of the box for the “Raise Hand” icon.
3. Click on the Raise Hand icon and the icon will appear next to your name.



You will be called upon by the Clerk of the Board when it is your opportunity to speak for up to three (3) minutes. Each speaker will be notified when they have one (1) minute left to speak. The speaker will be muted after three minutes.

Please contact Administrative Aide by email at adminaide@smfd.org or by phone at 415-388-8182 if you have any questions or need some trouble shooting help.