

## Tips for a great TCTU meeting experience:

1. Use strong Wi-Fi or an ethernet cable



2. Close unused programs and restart the computer before the meeting, Only use programs you need for the meeting after the restart.



3. If using An Internet browser for the meeting; update to the latest browser version.



4. If using the Zoom application for the meeting, update it to the latest version.



5. If you're using a Mac and have a recent OS, you need to set up some security settings for your apps to work properly. Here's a link to the Zoom documentation on how to do it.

[https://support.zoom.com/hc/en/article?id=zm\\_kb&sysparm\\_article=KB0064868](https://support.zoom.com/hc/en/article?id=zm_kb&sysparm_article=KB0064868)

6. **Just a friendly reminder that if you're joining the meeting but not presenting, please mute your microphone. That way, the other attendees won't be distracted by any background noise or other sounds in your environment. Below is a link with instructions on how to do this. Thanks a bunch!**

[https://support.zoom.com/hc/en/article?id=zm\\_kb&sysparm\\_article=KB0010207](https://support.zoom.com/hc/en/article?id=zm_kb&sysparm_article=KB0010207)