

## ADA Audio Conference Series July 18, 2017

This session is scheduled to begin at  
2:00pm Eastern Time

Real-Time Captioning and the PowerPoint Presentation are available through the Webinar Platform. Audio Connection is available through the webinar platform/telephone/Mobile App.

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## Listening to the Session

- ▶ The audio for today's webinar is being broadcast through your computer or via telephone for those that registered for that option. If using your computer, please make sure your speakers are turned on or your headphones are plugged in.
  - You can control the audio broadcast via the Audio & Video panel. You can adjust the sound by "sliding" the sound bar left or right.
  - If you are having sound quality problems check your audio controls by going through the Audio Wizard which is accessed by selecting the microphone icon on the Audio & Video panel



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## Listening to the Session, *continued*

MOBILE Users (iPhone, iPad, or Android device  
(including Kindle Fire HD)

Individuals may listen\*\* to the session using the  
Blackboard Collaborate Mobile App (Available Free  
from the Apple Store, Google Play or Amazon)



\*\*Closed Captioning is not visible via the Mobile App and there is limited accessibility for screen reader/Voiceover users

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## Captioning



- ▶ Real-time captioning is provided during this session via the webinar platform.
- ▶ The caption screen can be accessed by choosing the  icon in the Audio & Video panel. ↓



- ▶ Once selected you will have the option to resize the captioning window, change the font size and save the transcript.

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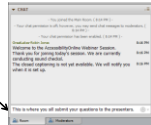
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## Submitting Questions



- ▶ If you are listening by phone you will be instructed by the Operator on how to ask a question.
- ▶ You may type and submit questions in the Chat Area Text Box or press Control-M and enter text in the Chat Area. You will not be able to see the question after you submit it but it will be viewable by the presenters.
- ▶ If you are connected via a mobile device you may submit questions in the chat area within the App
- ▶ Questions may also be emailed to [webinars@ada-audio.org](mailto:webinars@ada-audio.org)



Please note: This webinar is being recorded and can be accessed on the ADA Audio Conference Series website at [www.ada-audio.org](http://www.ada-audio.org) within 24 hours after the conclusion of the session. The edited written transcript will be posted at this same site within 7 business days following the conclusion of the session.

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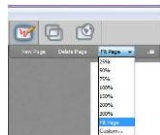
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## Customize Your View



- ▶ Resize the Whiteboard where the Presentation slides are shown to make it smaller or larger by choosing from the drop down menu located above and to the left of the whiteboard. The default is "fit page"



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## Customize Your View *continued*



- ▶ Resize/Reposition the Chat, Participant and Audio & Video panels by “detaching” and using your mouse to reposition or “stretch/shrink”. Each panel may be detached using the ☰ icon in the upper right corner of each panel.

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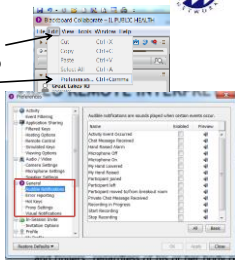
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## Adjusting Preferences



### • To turn off notifications (audible/visual)

- Select “Edit” from the tool bar at the top of your screen
- From the drop down menu select “Preferences”
- Scroll down to “General”
  - select “Audible Notifications”  
Uncheck anything you don’t want to receive and “apply”
  - Select “Visual Notifications” Uncheck anything you don’t want to receive and “apply”
- For Screen Reader User – Set preferences through the setting options within the Activity Window (Ctrl+Slash opens the activity window)



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## Technical Assistance



- ▶ If you experience any technical difficulties during today’s session:
  1. **In webinar platform:** Send a private chat message to the host by double clicking “Great Lakes ADA” in the participant list. A tab titled “Great Lakes ADA” will appear in the chat panel. Type your comment in the text box and “enter” (Keyboard - F6, Arrow up or down to locate “Great Lakes ADA” and select to send a message ); or
  2. **By Email** [webinars@ada-audio.org](mailto:webinars@ada-audio.org); or
  3. **Call** 877-232-1990 (V/TTY)

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Conference  
ADA NATIONAL NETWORK

ADA Anniversary Update: Celebrating 27 Years

**Presenters:**

*Amanda Maisels, Deputy Chief, Disability Rights Section, Civil Rights Division, U.S. Department of Justice*

*Elizabeth Westfall, Deputy Chief, Disability Rights Section, Civil Rights Division, U.S. Department of Justice*

*Sharon Rennert, Senior Attorney Advisor, ADA Division, Office of Legal Counsel, U.S. Equal Employment Opportunity Commission*

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# Questions?

You may type and submit questions in the Chat Area Text Box or press Control-M and enter text in the Chat Area

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Thank you for participating in today's  
ADA-Audio Conference Session

The next scheduled session is:

*“Putting Accessibility Law in your Pocket: the Digital Accessibility Legal Update”*

**August 15, 2017**

Register at: [www.ada-audio.org](http://www.ada-audio.org) or call 877-232-1990 V/TTY

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