



General Election November 5, 2024 Webinar Etiquette & FAQ

Q: What device do I need to use to attend webinar training?

A: The webinar training works best on a computer or laptop, but can also be attended on a tablet or smart phone. If you need to use a tablet or smart phone, ask us for instructions.


Q: Will I be able to ask questions and engage with the other poll workers in my class?


A: Yes! The webinar includes a "Chat" feature that can be used to communicate with the other poll workers in your class and send messages to the trainers. There is also a "Q & A" feature that can be used to ask any questions during the webinar.


Q: Is it required for me to have a webcam and microphone?


A: Nope! All that matters is that you have an internet connection and will be able to see the content we are sharing with you. You don't need to have a webcam or microphone.

Webinar Etiquette

 **Log in to training at your scheduled time & stay for the duration of class.** To account for any technical difficulties, try logging in to training 5 - 10 minutes *before* the scheduled start time. Be sure to stay until the very end of class to make sure you get all the information you need to be successful as a poll worker.

 **Keep your microphone muted.** For most of the webinar, we ask everyone to keep their microphone muted while the trainers are presenting and sharing videos. Keeping yourself muted ensures that everyone else can hear the trainer.

 **Use your legal first and last name.** When you log in to the training webinar, you will be asked to type in your name. Please provide your legal first and last name because that is how our trainers will be taking attendance.

 **Turn your webcam off if you are taking a break during training.** We will have a break halfway through and you're encouraged to stretch your legs, grab a snack, or do whatever you need to do. While you're away from your device, turn off your webcam.

If you have more questions that are not addressed in this guide, please email our Training Department at tcctrainingadmin@traviscountytexas.gov and we will reach out to you as soon as we can.