## Zoom Etiquette:

- 1. Because we are an anonymous program, make sure your Zoom account is your first name and last initial. If you are listening where someone else may hear please use headphones and also make sure others cannot see your screen.
- 2. If you are choosing to lay down, to be in your bed, or wear pajamas, please turn off your video function in order to maintain a 12-step meeting environment.
- 3. Please give your fellows the same attention and respect you do at our face-to-face meetings.
- 4. Food is not allowed in our meetings, the same will apply to Zoom meetings
- 5. When you want to speak, listen to the leader and be respectful to follow the suggested procedure.
- 6. If you want to leave your phone number, use the "chat" function.
- 7. Make sure your microphone is muted unless it is your turn to speak.