





Diocesan Convention 2023 – *Love in Action: For Healing, Housing & Hope* – will be at the Riverside Convention Center on Friday and Saturday, November 10 and 11, with an option to attend virtually by Zoom. Any delegates planning to attend virtually must register for the Zoom webinar in advance. The link can be found on the Convention website at www.diocesela.org/convention.

About Zoom

A Zoom webinar is different than a regular Zoom meeting in that only the speakers are visible. As an attendee, you won't be able to see the other attendees, but we will know that you're there.

During the meeting

-  Spanish translation will be provided. There is no default language so when you login, be sure to click the "interpretation" icon at the bottom of the screen and select English or Spanish.
-  **If you wish to raise a point of order or speak during times of discussion**, use the "raise hand" function. We will automatically be notified that your hand is raised, and delegates will be recognized to speak in the order that they raised their hands.
- **To nominate someone for an office from the floor**, submit the nomination via email to convention@ladiocese.org. Please include:
 - the name and congregation affiliation of the nominee
 - the office for which they are being nominated
 - the name and congregation affiliation of the nominator

Friday, November 10

8:30 a.m. Registration opens

(all delegate status changes must go through the Registrar)

1:00 p.m. Call to Order

5:00 p.m. Recess

Saturday, November 11

9:00 a.m. Reconvene with Holy Eucharist

10:00 a.m. 15-min break

12:15 p.m. Grace for lunch

2:00 p.m. Reconvene

4:00 p.m. Adjourn

- **If you wish to make a motion or second a motion**, use the Zoom chat feature.

An important note about the chat

The chat function will be set up so that delegates can only communicate with the diocesan staff, not each other. We want to make sure every voice is heard and it's too easy for questions and comments to get lost in the chatter.



During convention, please only use the Zoom chat, “raise hand,” or convention@ladiocese.org to communicate about convention matters.



Texting the Bishops or other diocesan staff is a sure way for your message to get lost.

Voting at convention

During convention, delegates will be asked to vote on motions and elect officers. As a voting delegate, your participation **will work best if you use two devices**.

If you're adept and accustomed to having two windows open side by side on your device, one Zoom and one Internet browser, you can do that; but for many, **two devices will be easier – like your smartphone and your computer**.

Everyone has different experience and familiarity with technology. Please ask a friend, family member, or the priest in charge of your congregation if you need support during convention.

Please also check out www.diocesela.org/convention/tech for instructional guides and videos on logging into Zoom and using your web browser.

When Convention begins, click the Zoom link in your email to join the webinar on one device or in one window.

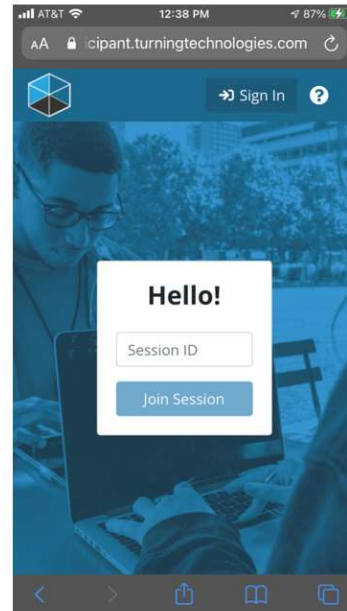
On a second device, or in a second window, go to ttpoll.com. To do this, enter ttpoll.com in the address bar at the top of your web browser.

Online Polling

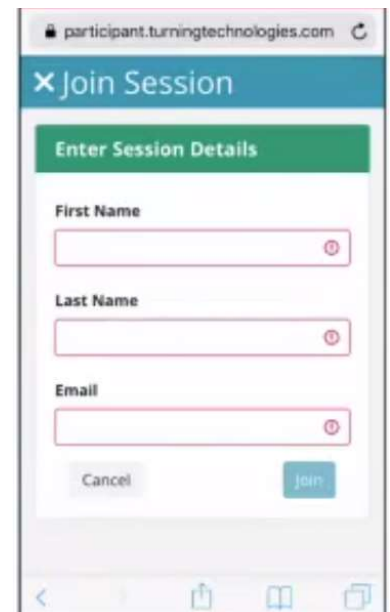
Vote at:
ttpoll.com




SESSION ID




- A pop-up window will open that says Hello!
- Beneath that message is a blank box saying **'Session ID'** in faint letters; enter **the Session ID** in this box. (The Session ID will be included in your emailed materials and is different than the one used in practice.)
- Beneath that box, click the blue button that says **Join Session**.
- That will take you to a form in which you enter your first and last name and email address – be sure to use the same email address that was used to send you the Zoom link; that's the one that's on record for you as a delegate.
- Once you enter your name and email, you'll be connected to the page where you'll be casting votes.



When a ballot is put to a vote, this text of the ballot will be shown on your Zoom screen **and** on your voting screen. We put the slide up on Zoom just so guests who are watching the livestream can see what's going on. **You must cast your vote on www.ttpoll.com.**



Which is the best Thanksgiving side dish?



1. Mashed potatoes
2. Green bean casserole
3. Cranberry sauce

1

2

3

To vote, **just** push the button of the number corresponding to your answer on ttpoll.com.

If the button is highlighted **blue** after you push it, your vote has registered.

- If you hit the wrong button by mistake, no worries – as long as the vote is open, you can select a new option. The last thing you enter before the poll closes is what will register.
- On both Zoom and in ttpoll, you'll see the *total number* of votes running up, as votes are cast.
- On your Zoom screen, a timer will appear, counting down to the end of the vote.
- After the voting is closed, the Judge of Elections will work with Quick Tally to tabulate and certify the results. Once they are ready, the results will be posted in both places (Zoom and ttpoll – again this is so everyone can see the results).

Voting for elective office

Voting for elective office will be a little different. It's the same process, but before each office, you'll be asked whether you're a clergy or lay delegate.

You **must** answer this question in order to be able to vote.



I am a voting delegate of the following order



1. Clergy
2. Lay



Diocesan canons requires us to elect officers by orders - a majority of votes in both orders (lay and clergy) are needed to elect, so we have to know which kind of vote you're casting, in order for it to count.

Getting prepared

We will do sample voting at the beginning of Convention to give everyone another chance to practice.

We will also have a separate Zoom meeting all day to act as a general information desk – our Registrar will assist those who need to change their status, our IT manager will be able to help with tech issues, and other staff will be on hand for any other questions.