FAQ

1. How do I rename myself?

   - Hover over your video with your mouse. In the top right corner, you will see a blue button with 3 white dots. Click the dots and select "Rename" from the menu.

2. How do I change my virtual background?

   - In the bottom left corner of Zoom, you will see a button called "Stop Video." Click the upward facing carrot to the right of the camera icon and select "Choose Virtual Background" from the menu.

3. How do I get CPE credit?

   - There are 3 main steps: Answer the polling questions during the meeting, complete the verification form from our website, and submit the verification form to cpe@aaahq.org. For more details, visit https://aaahq.org/Meetings/2022/Management-Accounting/CPE-Form

4. What happens if I miss a polling question?

   - Zoom provides us with reports which we can use as an additional verification method for your participation. Please try your best to interact with as many polling questions as you can.

5. How do I ask a question during the session?

   - Please enter your question in the chat box.

6. How do I join a different session?

   - Click "Leave" in the bottom right corner of Zoom. Then, navigate back to the conference site and click on the session you would like to join. **Please remember that you are only eligible for CPE credit for one session per time frame.**