

**Joint Regional Spotlight Initiative with the  
Caribbean Employers Confederation (CEC)  
and the  
Caribbean Congress of Labour (CCL)**

**Navigating Zoom Events**

## How to Navigate Zoom Events

### Home Tab

This is what the home tab of the Zoom Events would look like. Here you can use the Lobby chat to talk to other delegates while you wait for the session to begin.



### Main Room

The Main Room is where the Opening and the Plenary will take place. The Main Room is titled after the names of each workshop. Main room for workshop 1 is called, “**Workshop 1: Strengthening Regional Co-operation**”. Main room for workshop 2 is called, “**Workshop 2: Regional Policy Review**”. See example below.



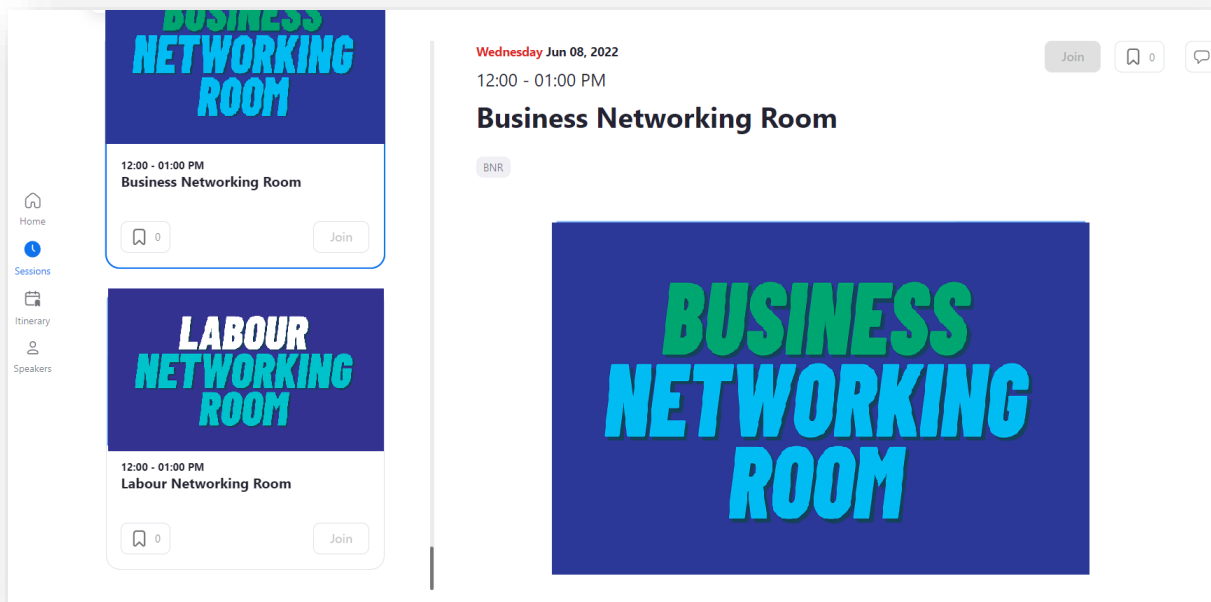
When the Main Room goes live, it would automatically appear at the top of the platform. You will be required to click “**JOIN**”.

### **Breakout Rooms**

Working Group Sessions will take place right after the Plenary. You will be prompted when to leave the main room and join the Breakout Room. Each delegate is assigned to a Breakout Room. This means delegates will not have the option to join another room that they are assigned to.

### **Networking Rooms for Business and Labour**

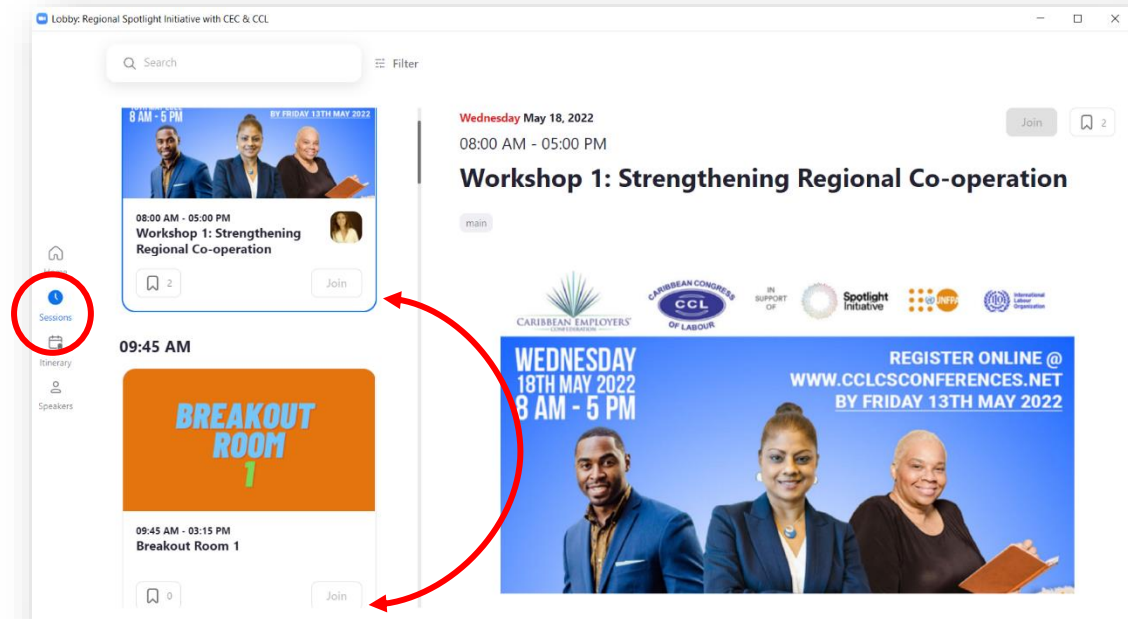
The Networking Rooms give delegates the opportunity to meet and connect with other members of their affiliated/member organisations. Networking Rooms will only be open during the Lunch Break (12 – 1PM).



The Main Room, Breakout Rooms and Networking Rooms can all be found on the “Home” tab when they are LIVE.

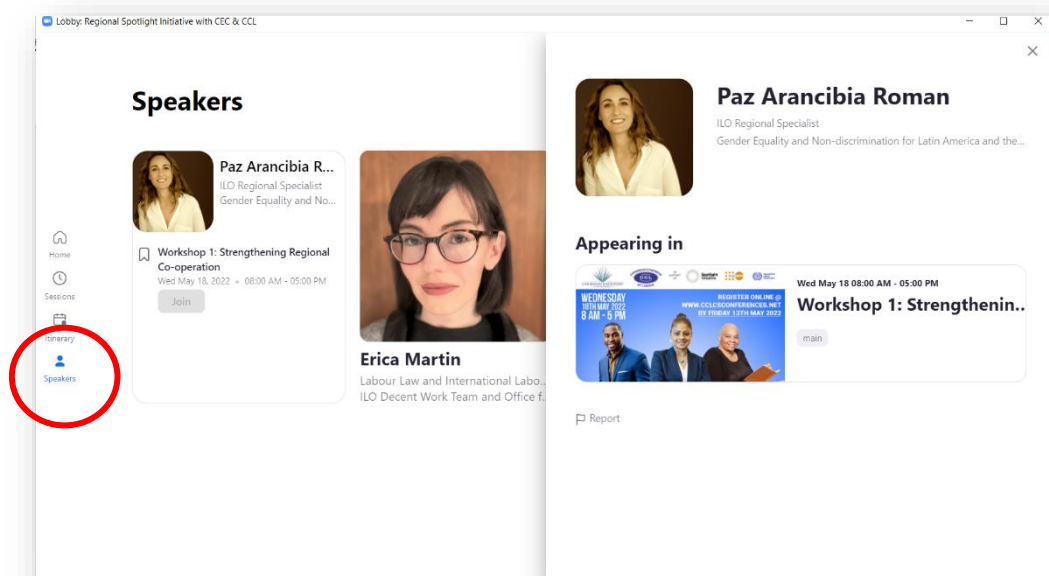
## Sessions Tab

You will only be able to join the sessions you were assigned to. You will see all Workshop Rooms, Breakout Rooms and Networking Rooms here.



## Speakers Tab

Select this tab to view the Speakers for the Workshops.



## Contact Information

Should you have any questions or concerns on the Workshops feel free to reach any of our Event Staff below.

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