



## WEBINAR AICESIS - DESA - UCESA - UCESIF

### EFFETS SOCIO-ÉCONOMIQUES DU COVID-19 DANS LA PERSPECTIVE DES ODD *SOCIOECONOMIC EFFECTS OF COVID-19 IN THE FRAME OF THE SDGs*

16 septembre 2020 – *16 September 2020*  
15h30 - 17h00 (Paris time) – *9h30 – 11h00 (New York time)*

#### Programme

15h30-15h50

#### Ouverture / *Opening*

- Claude KOUADIO N'GUESSAN, SG du CESEC de Cote d'Ivoire pour la Présidence de l'AICESIS / *Ivorian CESEC SG for the AICESIS Presidency*
- Hanifa MEZOUÏ, Représentante permanente de l'AICESIS à l'ONU / *AICESIS Permanent Representative at the UN*
- Younes BENAKKI, Secrétaire général de l'UCESA / *UCESA SG*
- Francisco GONZALEZ DE LENA, SG de l'AICESIS

15h50-16h10

Présentation des travaux de DESA sur les ODD et les Mesures d'Accélération dans un environnement marqué par le Covid-19

#### *Presentation to the ECOSOC works on the SDGs Acceleration Actions in the frame of Covid-19*

- Maria Francesca SPATOLISANO, Secrétaire Générale Adjointe pour la Coordination des Politiques et les Affaires Inter-agences, Département des Affaires Economiques et Sociales des Nations Unies / *UNDESA Assistant Secretary-General for Policy Coordination and Inter-Agency Affairs*
- Marc Andre DOREL, OIC, NGO branch – DESA - new priorities –ECOSOC President 2021

16h10-16h35

Débat sur les Mesures d'Accélération modéré par Hanifa MEZOUÏ

#### *Discussions on Acceleration Actions moderated by Hanifa MEZOUÏ*

17h35-17h55

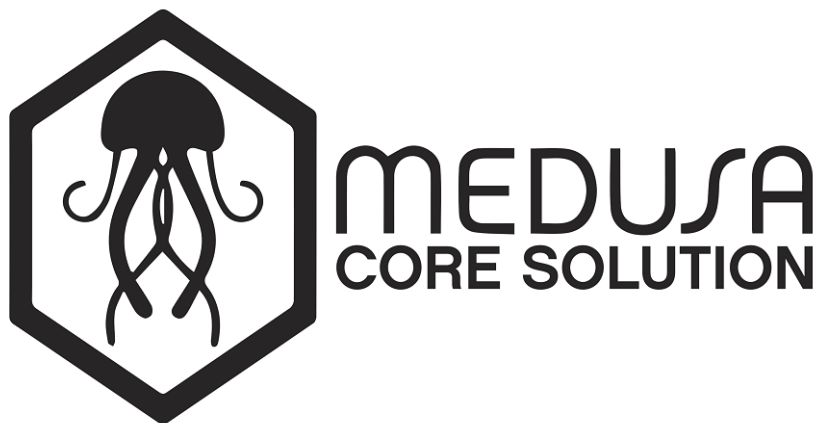
Résumé des travaux de l'AICESIS et des régions :

#### *Summary of works of AICESIS and regions*

- AICESIS - Francisco GONZALEZ DE LENA
- Afrique/*Africa*  
Rene Ngongo, Rapporteur du CES de la RDC et prix Nobel alternatif de 2009  
Abderrahim Ksiri, Président de la Commission permanente chargée du développement durable au CESE du Maroc
- Amérique/*America* – Miloushka RACAMY, VSG de l'AICESIS et Consultant CES de Curaçao
- Asie/*Asia* – Oakyi SON, VSG de l'AICESIS et Chef du Département international du CDES de Corée
- Europe – Daniel BECKER, VSG de l'AICESIS et SG du CES du Luxembourg

17h55-17h00



Conclusion - Claude KOUADIO N'GUESSAN



## Joining and participating in a Webinar





07/09/2020	1.0	Author: <b>MANUEL SERRADILLA</b>	
Description:		<b>Joining and participating in a Webinar</b>	

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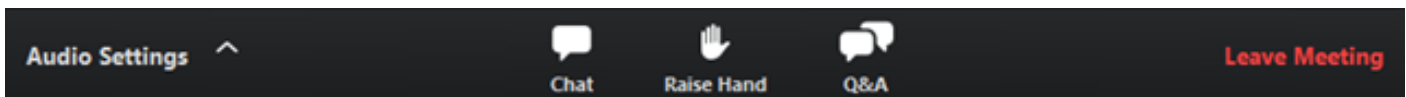
## 1. Overview

This article lists the process to join a webinar as a panelist.

## 2. Information

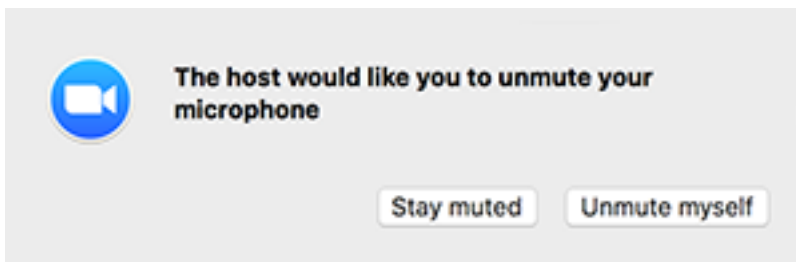
- Panelists are full participants in the meeting. They can view and send video, screen share, annotate, etc.
- AICESIS webinar will have two different groups according to their role in the meeting.
- **Name and Email** are required to all panelists to send invitations.
- Different permissions will be applied to groups depending on their role.

## 3. Webinar controls





**Audio Settings** (only visible if the host hasn't granted you permission to talk): You can also click the upward arrow (^) next to change your speaker.

**Unmute/Mute:** If the host gives you permission, you can unmute and talk during the webinar. All participants will be able to hear you. If the host allows you to talk, you will receive a notification.



**Note:** You can still access the audio settings by click on the ^ arrow next to the Unmute/Mute button.

**Chat:** Open in-meeting chat, allowing you to send chat messages to and send a message to the host, panelists, and attendees (if permitted).

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**Raise Hand:** Raise your hand in the webinar to indicate that you need something from the host. The host may instruct you on how they plan to use this. Many webinar hosts use this feature to know if a panelist has a question and would like to speak out loud.

**Leave meeting:** Click **Leave meeting** to leave the webinar at any time. If you leave, you can rejoin if the webinar is still in progress, as long as the host has not locked the webinar.

#### 4. Using Webinar Chat



The chat feature allows webinar attendees, the host, co-hosts and panelists to communicate for the duration of the webinar. Whether attendees can chat with everyone or only the host will depend on the settings that the host has selected.



##### Panelists

1. In your controls at the bottom window, click **Chat** . If you are on a mobile device, tap **Participants**, then **Chat**.
2. The chat window will open on the right side of your screen if you are not in full screen mode. If you are full screen mode, it will open in a window that you can move around your screen.
3. You can type your message into the chat window and press **Enter** to send your message.
  - Click on the drop down next to **To:** to change who you are sending this message to. As a panelist, you can send a message to all panelists, all attendees and panelists, or an individual.
  - If you receive a message when you do not have the chat window open, you will receive a notification at the bottom of your screen.

#### 5. Raise your hand in webinar

The raise hand feature in webinar allows attendees to raise their hand to indicate that they need something from the host or panelists. As a host, it may be helpful to inform your participants how you would like to use this feature at the start of the webinar. For example, many webinar hosts use this feature to know if an attendee has a question and would like to be unmuted to speak.

1. Click **Raise Hand** in the Webinar Controls.

2. The host will be notified that you've raised your hand. If the host allows you to talk, you may be prompted to unmute yourself. While unmuted, your profile picture and name is displayed to the host and panelists. Only your name is displayed to other attendees.
3. Click **Lower Hand** to lower it if needed. This will not mute yourself if you are unmuted.


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## 6. Sharing screen

### Sharing your screen or content

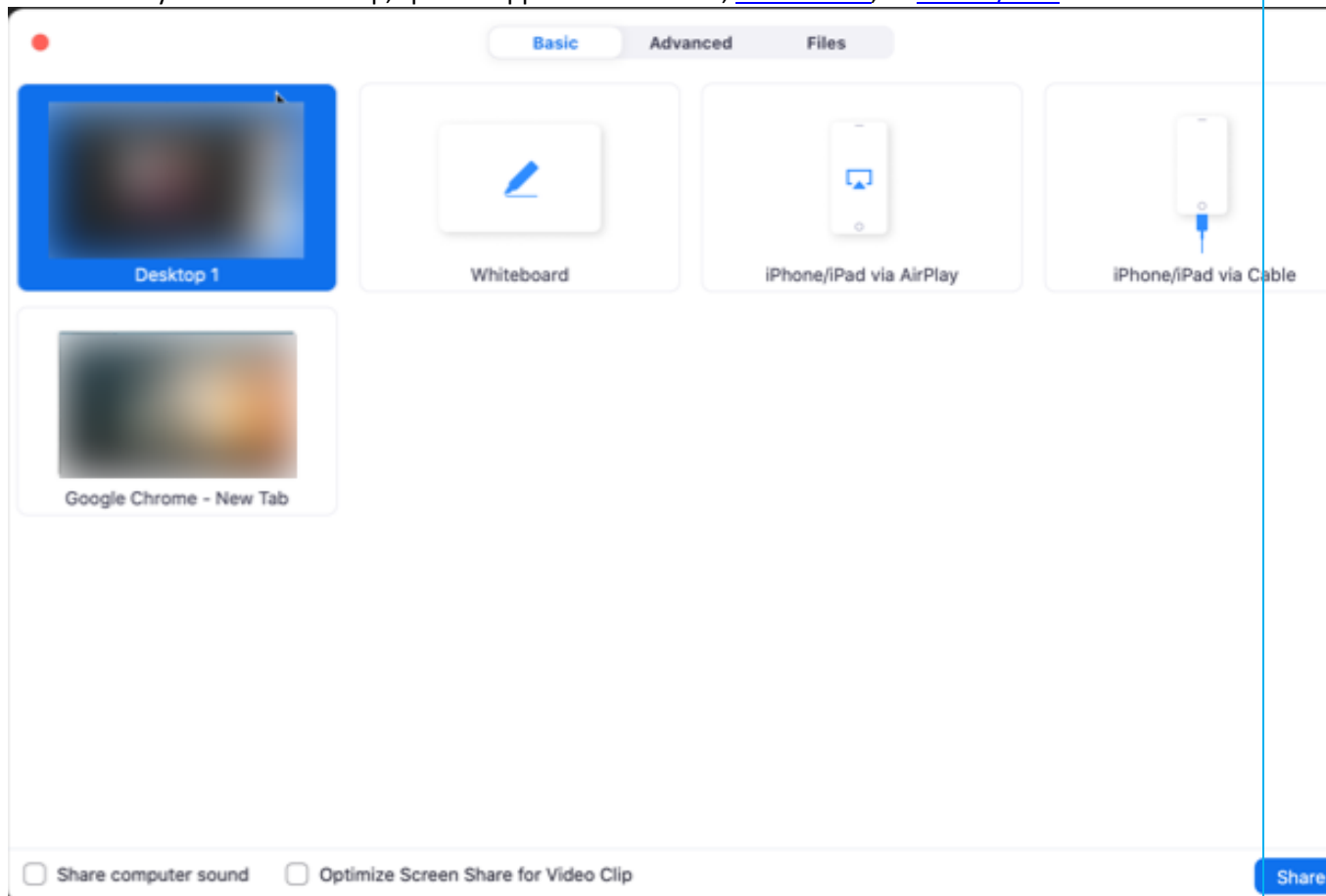
1. Click the **Share Screen** button located in your meeting controls.



2. Select one of these screen share options:

3.



- **Basic:** Share your entire desktop, specific application window, [whiteboard](#), or [iPhone/iPad](#) screen.



- **Advanced**

- **Portion of Screen:** Share a portion of your screen represented by a green border.



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- **Music or Computer Sound Only:** Only share your computer's audio (your selected speaker in your [audio settings](#)).



- **Content from 2nd Camera:** Share a secondary camera connected to your computer; for example, a document camera or the integrated camera on your laptop.



- **Files:** Share a file from a third-party sharing service like Google Drive or Microsoft OneDrive. Follow the on-screen prompts to sign in to the third-party service and grant Zoom access.  
**Note:** Alternatively, you can open the file in a web browser then share the browser window. For example, to share a Google doc, open the doc in Chrome, then share the Chrome window. The end result is the same as using the sharing options in the **Files** tab.

4. (Optional) Enable these features:

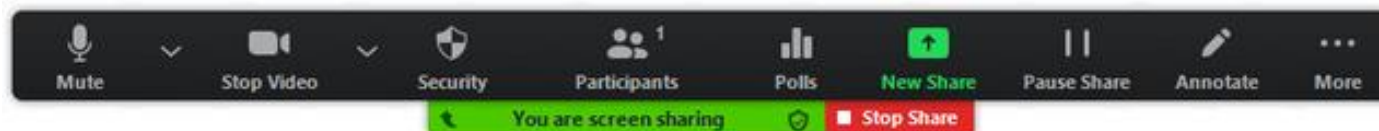
- Check **Share Computer Sound:** If you check this option, any sound played by your computer will be shared in the meeting.
- Check **Optimize for full screen video clip:** Check this if you will be sharing a video clip in full screen mode. Do not check this otherwise, as it may cause the shared screen to be blurry.

5. Click **Share**.



- Zoom will automatically switch to full screen to optimize the shared screen view. To exit full-screen, click **Exit Full Screen** in the top-right corner or press the **Esc** key.
- To disable automatic full screen when viewing a shared screen, disable this option in your [desktop client settings](#): **Enter full screen automatically when a participant shares screen**.
- If you selected **Portion of Screen**, customize the screen portion by dragging or resizing the green border.
- If you selected **Content from 2nd Camera**, click **Switch Camera** in the top-left corner to switch the shared camera.

### Share screen menu

When you start sharing your screen, the meeting controls will move into a menu that you can drag around your screen.



- **Mute/Unmute:** Mute or unmute your microphone.
- **Start/Stop Video:** Start or stop your in-meeting video.
- **Participants/Manage Participants:** View or [manage the participants](#) (if the host).
- **New Share:** Start a new screen share. You will be prompted to select which screen you want to share again.
- **Pause Share:** Pause your current shared screen.
- **Annotate / Whiteboard:** Display [annotation tools](#) for drawing, adding text, etc.

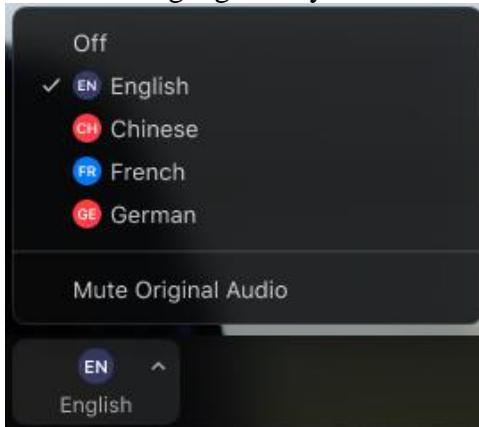
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## 7. Listening to language interpretation

1. In your meeting/webinar controls, click **Interpretation**.



2. Click the language that you would like to hear.



3. (Optional) To only hear the interpreted language, click **Mute Original Audio**.

