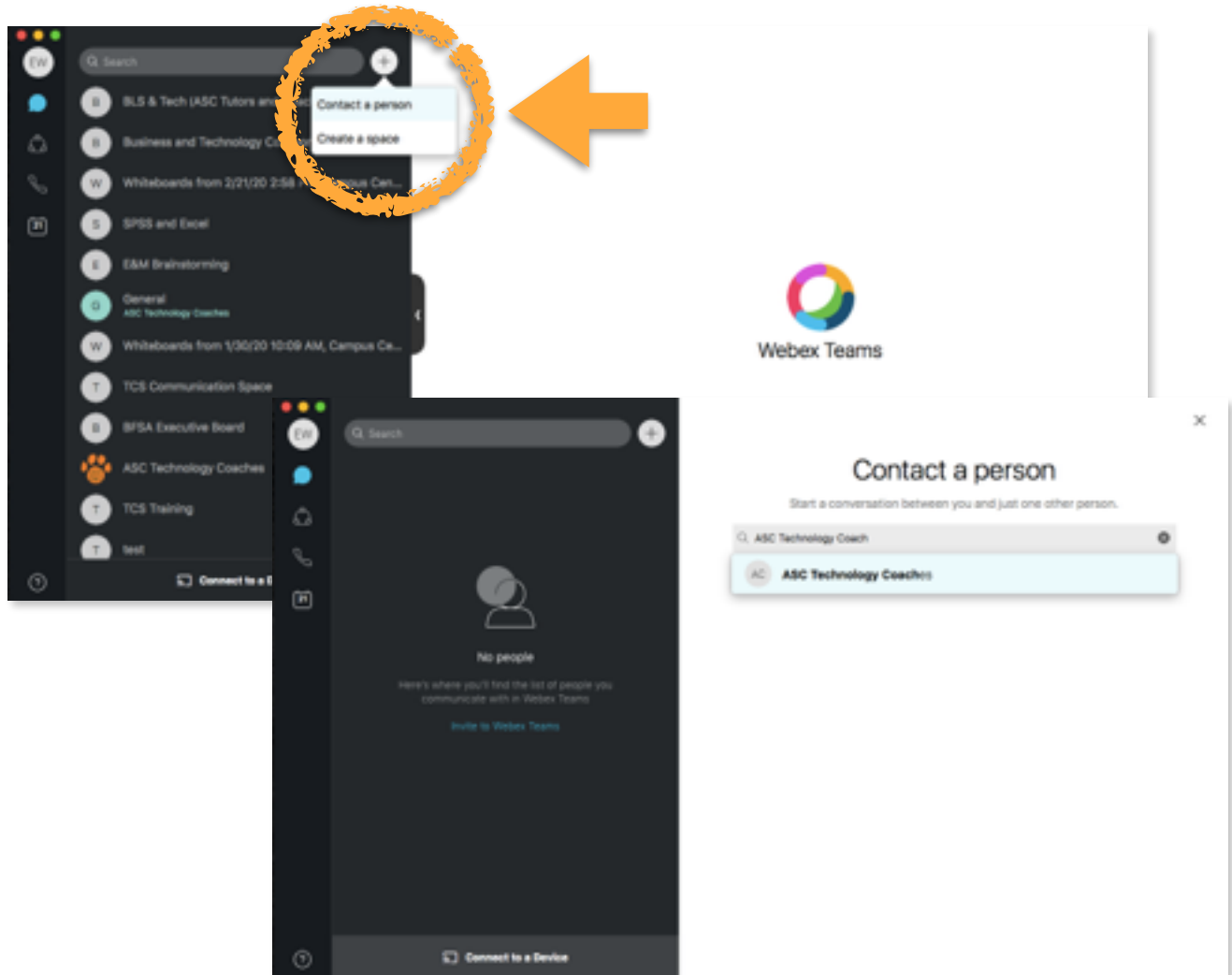


Virtual Drop-In with ASC Technology Coaches

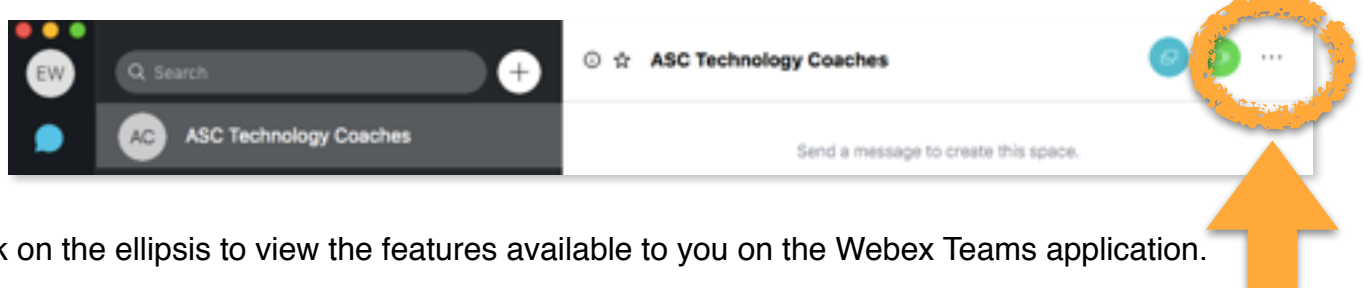
Webex Teams Platform

Connect With ASC Technology Coaches



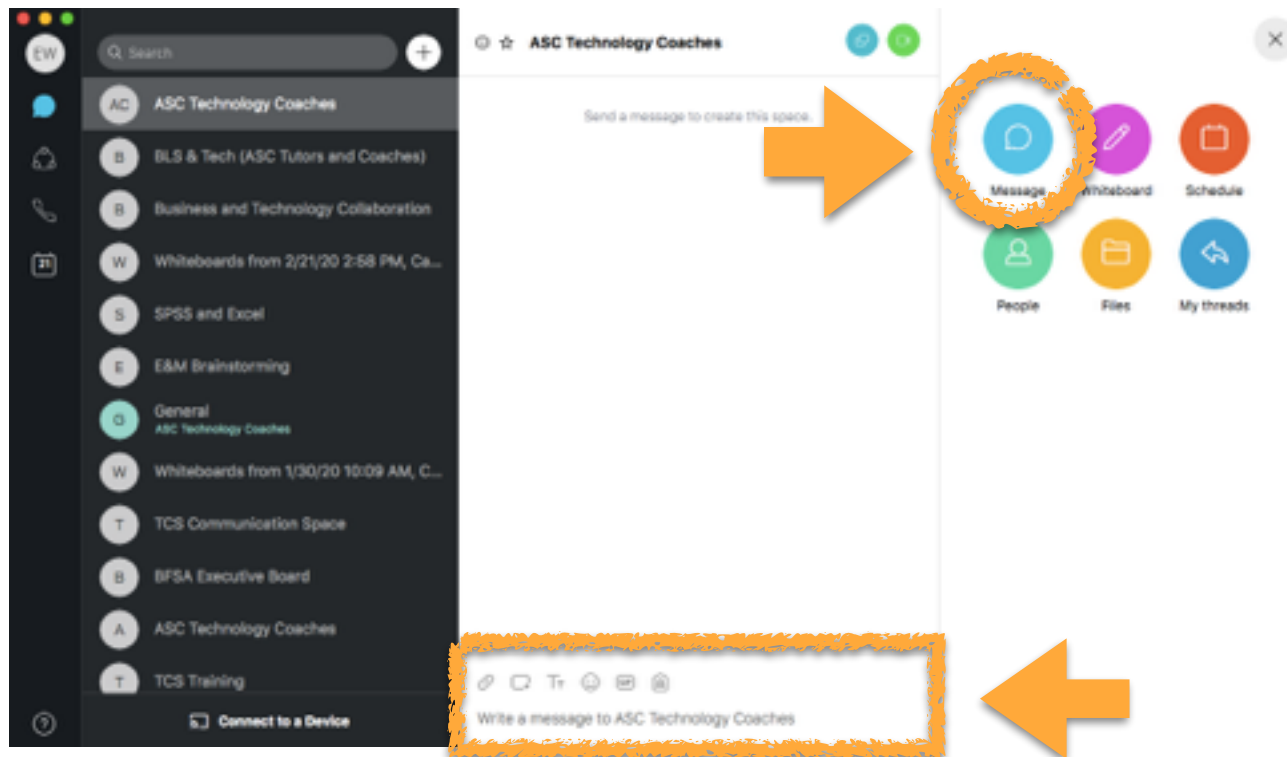
Click on the “+” button to contact a person. Search for and select “ASC Technology Coaches.”

Collaborate With ASC Technology Coaches



Click on the ellipsis to view the features available to you on the Webex Teams application.

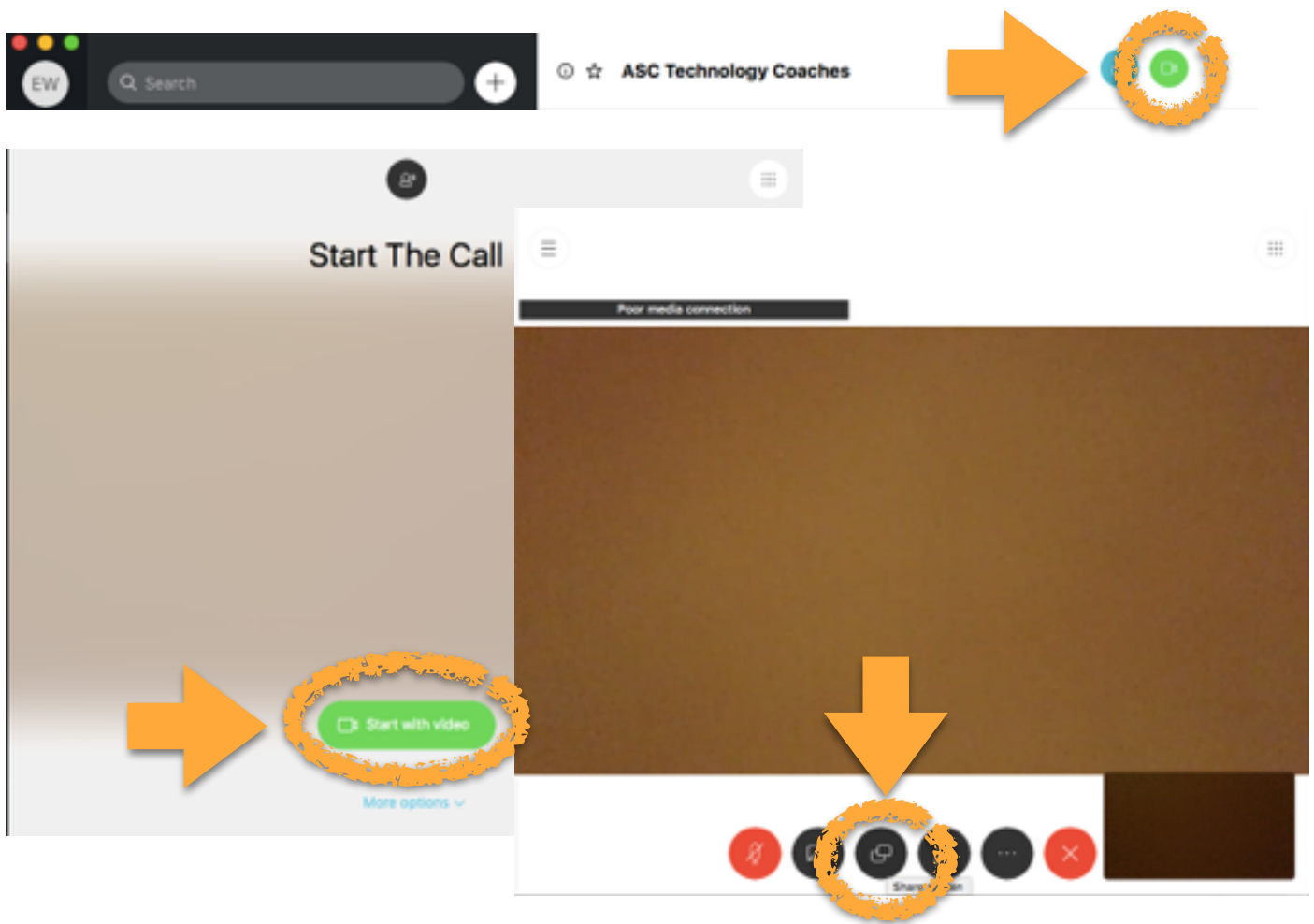
Webex Teams Features



Message: Write messages, attach files and images, take a screenshot through the Webex platform, and insert gifs & emojis. (The “Message” icon is located in the “Space Activities” menu.)



Share Content: Make sure everyone is on the same page. Share your screen or share an application with your technology coach. “Share computer audio” if you would like to speak to your tech coach, and don’t forget to check “Optimize for video” if you need to share a video. (“Share computer audio” will allow the tech coach to hear you. If you want to hear them, start a video call.)



Call: Start a video call with your technology coach to speak with them live, share your content, and invite others to join your conversation. (You can choose whether or not you want to use video during your call.)



Whiteboard

Whiteboard: The whiteboard can be used for writing notes and for annotating on screenshots. All whiteboards are stored on the Webex Teams platform and can be downloaded for storage outside of the platform. (The “Whiteboard” icon is located in the “Space Activities” menu.)



Files

Files: In addition to working with you live one-on-one, technology coaches will provide you with resources to reference after your meeting. All files are stored on the Webex Teams platform and can be accessed through the “Space Activities” menu.