



Manitoba Association of Parliamentarians

Better Meeting Management (BMM)

The electronic meeting series

Information is included on the **final three sessions** offered by Manitoba Association of Parliamentarians on Zoom that focuses on how videoconferencing can meet the requirements of *Robert's Rules of Order Newly Revised 12th ed. (RONR)*. Online meetings are now the new norm for most of us. The convenience, the lower cost, and flexibility cannot be ignored. Neither can the need to maintain the long-standing principles of the democratic espoused by RONR. Participants will learn the basics of preparing for using the Zoom platform without compromising decades of accepted meeting rules. Welcome to the future.

The first two sessions covered: *RONR and Meetings – Meeting settings on the Zoom Portal and Scheduling a meeting* and *The Registration function and Standing Rules for electronic meetings*.

Join us for the remaining three sessions

Wednesday, March 16, 2022, at 7:00 PM – 8:00 PM (CST)

Host Orientation to the Zoom Meeting Interface.

How to host a Zoom meeting utilizing the various tools available. Mute, Unmute, Share Screen, Recording, Co-Hosts, Chat, Q&A, Gallery view, Reactions. How participants get recognized and have the floor.

Zoom Link - <https://us02web.zoom.us/j/82431455998>

Wednesday, April 20, 2022, at 7:00 PM – 8:00 PM (CST)

RONR and Voting/ How to vote electronically

A review of the types of voting procedures in RONR and how they can be performed online. Why Zoom may not be the ideal platform for voting.

Zoom Link - <https://us02web.zoom.us/j/84421572313>

Wednesday, May 11, 2022, at 7:00 PM – 8:00 PM (CST)

Wrap-up. Q&A and a peek at different programs available for online meetings.

Zoom Link – <https://us02web.zoom.us/j/88177201656>

NOTE: 1) Each attendee is responsible for his or her audio Internet connection; no presentation will be delayed or repeated on the grounds that the loss of, or poor quality of an attendee's individual connection prevented their attendance or participation.

The Zoom links are different for each session.

The series is presented by ***Paul R. Therrien, BA, M.Ed., CPHR-Retired.***

Paul brings much experience to this presentation. He is a human resources professional with the Chartered Professionals in Human Resource of Manitoba and holds a Master of Administration in Education and a Bachelor of Arts. He has over 40 years extensive experience in senior HR roles in health care, aviation and food services fields, as well as extensive consulting experience in the public and private sectors with profit and not-for-profit organizations.

Paul is currently a member of the Manitoba Association of Parliamentarians, National Association of Parliamentarians, Electronic Parliamentarians Association and is Vice-President of the Keystone Parliamentarian Study Group. He is a dynamic trainer and public speaker always seeking to involve his audience.

More information of the Manitoba Association of Parliamentarians can be found on the following link:
<https://parliamentarians-mb.ca/>