



**STONY BROOK
UNIVERSITY**



What's Happening Newsletter: Issue 3- Fall 2020

September 21, 2020

Zoom Etiquette



Video Faux Pas

Don't walk around with your device. Turn off your video & microphone if you decide to use the bathroom, eat, answer the door or answer the phone.



Designate Your Workspace

Ensure your workspace is quiet, clean, and has an appropriate background. Or, use a virtual background.



Set Up Your Tech

Check your Wi-Fi, test your video and audio, and get familiar with the software before entering the meeting.



Communicate with the Host

Zoom includes buttons for raising your hand, responding yes or no, asking host to adjust speed, requesting a break, and more.



Be Professional

Be on time to meetings, dress appropriately, and sit tall and look directly into the camera when using video.

THE "VIRTUAL" LOUNGE IS OPEN!

Join us each week for a new social activity; take a break from the formal virtual learning setting and enjoy lunch, play games and watch some fun videos with

Join Us on Mondays
11:30-1:00 pm



Fall 2020 Semester

fellow OLLI members &
Staff.

JOIN VIA ZOOM:

<https://stonybrook.zoom.us/j/99206669300?pwd=TDd2dnhWeUIzZ0o2dWc0L0VqNThYQT09>

Meeting ID: 992 0666 9300
Passcode: 835106

"LIVE" OLLI TALENT SHOW *on zoom*



**STONY BROOK
UNIVERSITY**

OLLI Virtual Talent SHOW

**PERFORMERS
WANTED**

**October 28, 2020
7:00 pm**

DO YOU SING?

DO YOU DANCE?

ARE YOU A LION TAMER?

CAN YOU PERFORM MAGIC TRICKS?

CAN YOU RECITE POETRY?

CAN YOU PLAY A MUSICAL INSTRUMENT?

DO YOU HAVE ANY HIDDEN TALENTS?

Join in the Fun!

Share your talent with OLLI

Sign up for a 5 minute performance

RSVP by October 5th



CLICK HERE TO PARTICIPATE IN THE TALENT SHOW

PICK UP YOUR ARTWORK

For those OLLI at SBU members that have a piece of artwork at the OLLI offices, you can pick- up your artwork as follows:

Date: Thurs, October 1, 2020

Time: 11:00 - 12:00 pm OR 3:00 - 4:00 pm

Artwork Pick-up

PLEASE FOLLOW THESE INSTRUCTIONS:

- You will **NOT** need to park.
- Please drive up to the SBS building adjacent to the parking garage and an OLLI staff member will bring your artwork to your vehicle.
- Please open your vehicle's window or trunk so that the OLLI staff member can place your artwork in your vehicle.
- Please be sure to have a mask on upon arrival.

OLLI Staff will be wearing **red** and will be stationed at a table with OLLI signage, if you have trouble finding us please call (631)804-3923

If you are unable to pick-up your artwork on October 1st, please note that we will be scheduling another pick up date before the end of the semester. We will include the date in the newsletter.

ZOOM TRAINING

For all training, virtual activities and events, you will receive emails with zoom links, meeting ID and passwords.

Please continue checking your email daily.



The image is a graphic titled "September 2020 ZOOM TRAINING SCHEDULE" with the Stony Brook University logo. It lists training sessions on Thursdays at 9:30am. The sessions are: 9/24 Screen Sharing, 10/1 Chat & Reactions, 10/8 Screen Views, 10/15 Creating Polls, Whiteboard & Annotating, and 10/22 Breakout Rooms, Co-host & Host features.

Date	Topic
9/24	Screen Sharing
10/1	Chat & Reactions
10/8	Screen Views
10/15	Creating Polls, Whiteboard & Annotating
10/22	Breakout Rooms, Co-host & Host features

Join us for tips, tricks and special Zoom related trainings; for all levels of expertise. Members & Workshop Leaders welcome!

LOOKING FOR:

OLLI Workshop Leader Assistants

Are you very comfortable with zoom?

Do you know how to use some of the zoom features like:

Muting, Sharing Screen, Admitting Members from the Waiting Room, Monitoring the Chat Feature

Would you consider assisting some of the OLLI Workshop Leaders with their workshops? If so, we would like to hear from you!

Please send an email to: breanne.delligatti@stonybrook.edu

WORKSHOP
ASSISTANT

OLLI RESOURCES

**Have you checked out the new
OLLI at SBU Website?**

click below to access the website



**Did you miss the
Zoom Training?**

click below to access the recording:



OLLI HANDBOOK & ZOOM GUIDE

The Member Handbook will give you an overview of the OLLI at SBU program, summary of benefits, expectations, volunteer opportunities, virtual workshops, contact information & more!

[Member Handbook](#)

The Member Zoom Guide gives you step-by-step instructions for using zoom, specific features, general zoom tips and troubleshooting suggestions that will make your virtual experience more enjoyable! Take some time to go through this guide and familiarize yourself with using zoom.

[Member Zoom Guide](#)

If you need immediate help, please send an email to us:

spdolli@stonybrook.edu

M-F 8:30 am - 4:30 pm

Calling the main office will result in a delayed response time.

We recommend you email us for a faster response!

OLLI GUIDELINES



While we understand there are many topics and conversations that come up in OLLI workshops surrounding politics and the upcoming election; please keep in mind the OLLI at SBU member code of conduct to which all OLLI members have affirmed their understanding and agreed to while participating in workshops. Thank you for your understanding and compliance.

MEMBER CODE OF CONDUCT

The goal of the Osher Lifelong Learning Institute at Stony Brook University is to create an environment both on and off campus of feeling welcomed, respected and appreciated. The ability to share freely without judgement ideas and experiences through participation in workshops, events and trips that are both educational and social with a goal of maximizing the learning experience for all members. Many of our programs offer a forum for the lively and even passionate exchange of views. To that end, our learning community follows principles of courtesy and mutual respect that promote reasoned discourse and intellectual honesty. Opposing viewpoints are honored and appreciated to preserve the dignity of others.

Transgressions may include denigrating other's views or opinions, threatening behaviors, offensive or abusive language, disruptive classroom conduct, sexual harassment or discrimination and monopolizing discussions. Personal attacks are especially unwarranted. There is no place for dismissive, hostile, or derogatory comments about or towards workshop leaders, OLLI members, or Stony Brook University staff.

All OLLI participants are expected to treat the Stony Brook University campus, University Staff, Faculty, Administrators and Students with the utmost level of respect in a manner that supports the safety, freedom and the well-being of others. OLLI participants who do not adhere to the principles of respect and courtesy will be removed from the OLLI program and/or denied the privilege of future participation.

SHARE WITH OLLI

We encourage you to share special milestones with the OLLI community!

Birthdays, Anniversaries, New Pet, Milestone Accomplishments, New Birth

Send your special occasion via email to:

elizabeth.wilson@stonybrook.edu

GET INVOLVED!



FOR MORE INFORMATION

ON OLLI COMMITTEES:

*Check out the committees, councils
& groups section on our website*

Visit the OLLI
at SBU
Website

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