

Convention 91 - Summary Reminders for Delegates

Be Prepared by visiting our [Convention 91 webpage on the Diocesan Website](#). Review the documents on the "DELEGATES REQUIRED READING" list. Print the (1) Page Pre-Selection Worksheet - Elections for Diocesan Office. No need to print anything else.

Create a [FREE ZOOM Account](#) . Be sure to have your ZOOM login information the day of convention in case you need it. Make sure you ZOOM account is upgraded to the latest free version in advance. Contact Steve@episcopaldioceseofrochester.org for assistance.

Please stay muted and know how to use the RAISE HAND & CHAT features on ZOOM. [Click here for ZOOM Tutorial](#) use your official first and last names on your video so we can identify you. To change to your official name, click participants, find your participant's name, click "more..." and click rename.

Learn about [VIDEO and AUDIO computer settings \(both may require adjustments\)](#), while on ZOOM.

We recommend using your smartphone to access the [Simply Voting](#) site and keeping your computer on ZOOM if you are able. FYI - If you log into simply voting before the registration or ballot is active, you will receive a notice that "you have no open ballots."

TEST VOTE

The week before and the week of convention, delegates will receive a "test vote" to practice voting on the Simply Voting Site. The test votes will be emailed to you which includes an invitation to vote and your ELECTOR ID & PASSWORD (used for logging in manually to the voting site). To log in manually go to: EDOR.simplyvoting.com and use your **ELECTOR ID & PASSWORD- SAVE YOUR CREDENTIALS**

Electronic Voting: Did you receive the test vote? Did you save your Simply Voting ELECTOR ID & PASSWORD (credentials)? If not, go back to the TEST Vote email and save your credentials. contact: Kristy@episcopaldioceseofrochester.org. for assistance.

DAY OF CONVENTION

STEP 1 - Delegates (Clergy & Lay) **must Register for Convention between 6:30 and 7:30 am**. We use this registration process to have the counts necessary to for a Quorum and eligibility for voting at convention.

You will receive an email with a link to register for Convention 91 on the Simply Voting site. After 6:30 am on the 29th, open the registration email, click on "Register for Convention" and select "YES".

If you do not find the Registration email, go to edor.simplyvoting.com and enter you Elector ID and Password that you received for the test vote.

Email Kristy@episcopaldioceseofrochester.org if you did not receive the registration link by 3:00 pm on the 28th.

STEP 2 - Delegates (Clergy & Lay) Go to your inbox and find the **ZOOM "Convention 91 Meeting** email. This is a (2) Step security process.

Follow the instructions to receive the actual unique meeting link for only you.

The ZOOM Meeting will open at 6:30 am Saturday morning. Please log on and leave the meeting open as we will be verifying you as a delegate, be patient, have some coffee!

If you cannot log on to the ZOOM meeting, email steve@episcopaldioceseofrochester.org and include your telephone number.

Convention Offering is designated for: Episcopal Relief and Development Hurricane Relief. To [Donate online](#) or text the word "**Joy**" to 73256, make your donation by the drop-down selection Episco. Relief & Dev.

Checks payable to: Episcopal Diocese of Rochester, memo line "ER&D".

Mail to: Episcopal Diocese of Rochester, 3825 E. Henrietta Rd. Suite 100, Henrietta NY 14467

UTO: Online and text same as above, select UTO in the drop-down box or snail mail.

Checks payable to: Episcopal Diocese of Rochester, memo line UTO