

2021 OXFORD SYMPOSIUM

in SCHOOL-BASED FAMILY COUNSELING

Webinar

GUIDE FOR SYMPOSIUM MEMBERS

preparing for the 2021 Symposium

This Guide is arranged under four headings:

1. Symposium members' & guests' online attendance to the

2021 SBFC Webinar

Duration of the Symposium

Program Format

Zoom Instructions

Please review the instructions at the end of the guidelines

2. Policy of the Institute for School-Based Family Counseling on making charged political statements at meetings

3. Publication deadline for Symposium Proceedings

Presentations: titles and papers

1. Symposium members' attendance to the SBFC Webinar

Duration of the Symposium

The Symposium program begins at 9:00am Pacific Standard Time (PST) on Thursday August 5th and ends at 12 noon (PST) Sunday August 8th.

Topic: 2021 Oxford Symposium in School-Based Family Counseling Webinar,

August 5-8

Aug 5, 2020 09:00 AM

Aug 6, 2020 09:00 AM

Aug 7, 2020 09:00 AM

Aug 8, 2020 09:00 AM

Join Zoom

<https://us02web.zoom.us/j/84466580167?pwd=MjQzbnkxMkxkQ290eS9Qa3AzZ0pHUT09>

letters: Dr. Brian Gerrard, 8533 SW Sea Captain Drive, Stuart, FL 34997, USA

e-mail: sheenasattarpour@aol.com *Sheena Sattarpour, M.A.,*

Conference Coordinator web: <https://www.oxfordsymposium-sbfc.com/>

Program Format

Moderator Introduces Presenter(s) (1 minutes)

Presenter makes presentation (30 minutes)

When 5 minutes are left a bell (or similar sound) will notify the presenter.

Moderator facilitates discussion (14 minutes)

Please mute your microphone on entry.

To ask a question during discussion:

a) Send the Moderator a message on Chat (Chat feature at bottom of your screen)

or

b) Click the Thumbs up sign in the Reactions feature at the bottom of your screen

The most recent copy of the Program is available at

<https://www.oxfordsymposium-sbfc.com/>

where you may also find a) the Presenters' papers prepared for this Webinar and b) presenters' emails.

In the event of technical problems that interfere with a presentation, we will stop the presentation for up to 10 minutes to try and resolve the problem. If the problem cannot be resolved, we will postpone that presentation and add it to the next day.

Zoom Instructions

****Please review the detailed instructions at the end of the guidelines****

2. Policy of the Institute for School-Based Family Counseling on making charged political statements at meetings

The Oxford Symposium in SBFC is an international organization with members from 20 different countries. What we hold in common, irrespective of national, political, religious, or other differences, is the singular commitment to helping children succeed at school and in life through mental health approaches that link family and school. Maintaining collegial relationships between members is fundamental to achieving our mission.

The world is, at present, experiencing an unprecedented global pandemic, unrest, economic hardship, displacement, war, hunger, and, across the world, the highest levels of political polarization in 90 years, both intra- and internationally. Political polarization restricts ability to empathize with the experience of the other side of the argument and thus hindering our ability to fulfill our mission.

It is therefore essential that we, as the School-Based Family Counseling professional community, maintain an even-handed, neutral, and nuanced approach to highly charged political issues, and, when discussing these, to choose words with great care, with empathy, and without charge.

This policy applies at meetings sponsored by the Institute for SBFC, including the various Oxford Symposium in SBFC Special Interest Groups, and the Oxford

Symposium in SBFC yearly conference.

We believe our ongoing human development involves the synthesis of opposing theses, and, much as we ourselves, as individuals, may prefer one viewpoint, we cannot, as SBFC professionals, participate in demonizing the other viewpoint, which may, or may not be held by other meeting attendees, colleagues, clients, and the populations we together serve.

The Oxford Symposium in SBFC reminds its members, to listen carefully, and then engage in dialogue with empathy and kindness in that these requested actions are not merely expected of members as a professional, ethical practitioner - but that these same actions are critical and necessary and meaningfully serve students and their families.

*The Institute for SBFC is the parent organization for the international association known as the Oxford Symposium in School-Based Family Counseling. The international association carries out its mandate of furthering global support for SBFC through 1) the yearly conference and 2) the Special Interest Groups (the Disastershock Global Response Team, the SBFC Refugee and Immigrant Research and Intervention Team, the Evidence-Based Practice team, the Internal Family Systems Team, the Pine Ridge Reservation Collaboration Team, and the Parent, Teacher, and SBFC Professional Collaboration Team).

3. Publication deadline for Symposium Proceedings is August 1, 2021

Presentations: titles, abstracts and papers

Webinar Symposium presentation slots are 30 minutes for presenters and 14 minutes for questions and discussion.

Copies of your paper will be made available to Symposium members during the Webinar. It was asked that you also write up your presentation for submission to the Symposium Proceedings by August 1st.

Papers should be submitted to Dr. Nurit Toren, Senior Editor, of the Symposium Proceedings ntoren@edu.haifa.ac.il (please review editorial guidelines at <http://www.schoolbasedfamilycounseling.com/journal.html>)

Webinar papers will be peer reviewed and eligible for publication in the 2021 Proceedings of the Oxford Symposium in School-Based Family Counseling.

Zoom

Zoom Instructions for Participants Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. You will receive notice for a videoconference or conference call from your committee analyst. The notification will include a link to **“Join via computer”** as well as phone numbers for a conference call option. It will also include the 9-digit (usually) Meeting ID.

To join the videoconference:

1. At the start time of your meeting, click on the link in your invitation to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without clicking on the invitation link by going to join.zoom.us on any browser and entering the Meeting ID provided by your committee analyst.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the videoconference:

1. On your phone, dial the teleconferencing number provided in your invitation.
2. Enter the **Meeting ID number (86066568863)** when prompted using your touch-tone (DTMF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2- digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:

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Using the icons in the lower left corner of the Zoom screen, you can:

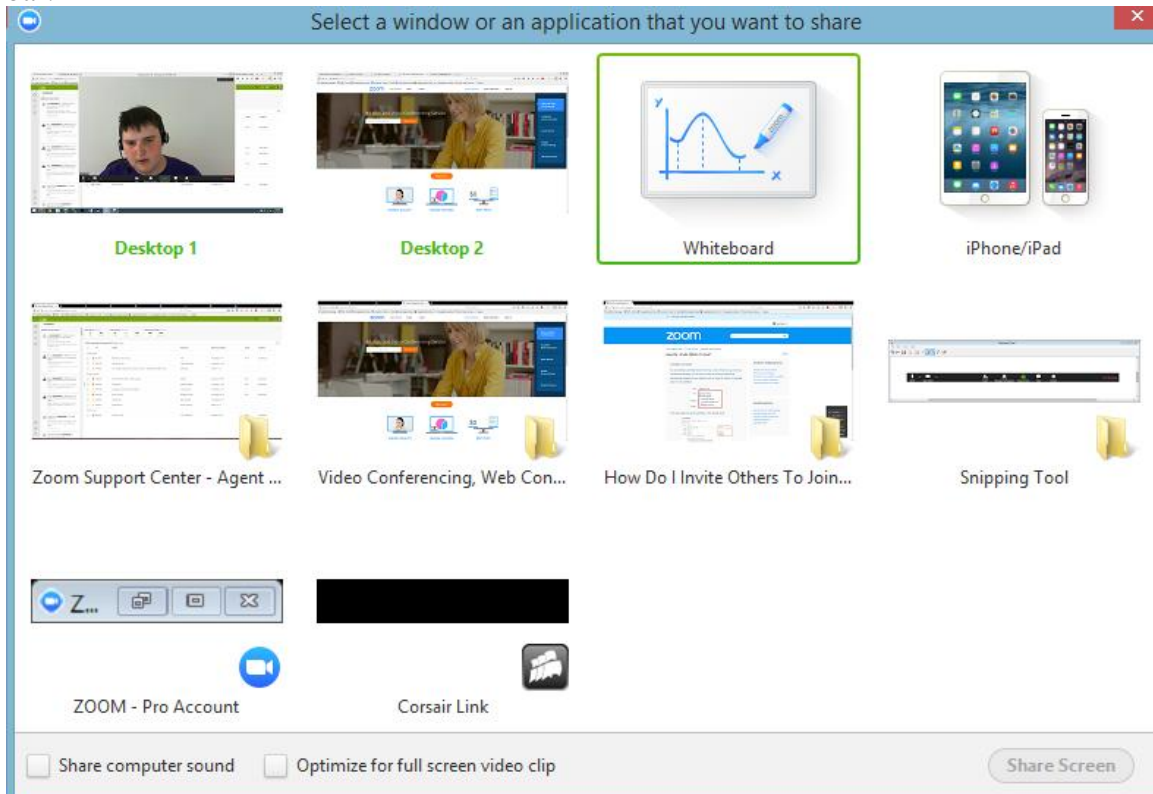
- Mute/Unmute your microphone (far left)
 - Turn on/off camera (“Start/Stop Video”)
 - Invite other participants
 - View Participant list – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand
 - Change your screen name that is seen in the participant list and video window
 - Share your screen
-

Zoom Instructions for Screen Sharing:

Zoom allows for screen sharing on all devices running Zoom.

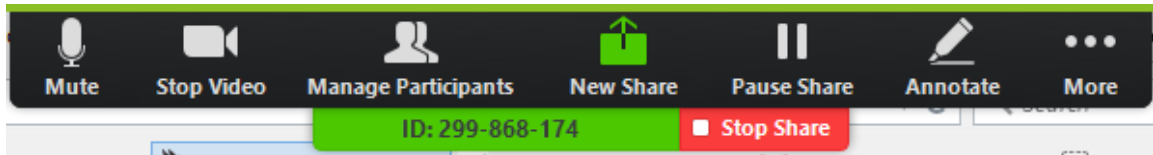
- The host and attendee can screen share by clicking on the Share Screen icon.
- The host does not need to "pass the ball" or "make someone else a presenter" to share.
- The host can "lock screen share" so no attendee can screen share.

To start "**Screen Sharing**" select "**Share Screen**" button located in your meeting tool bar.

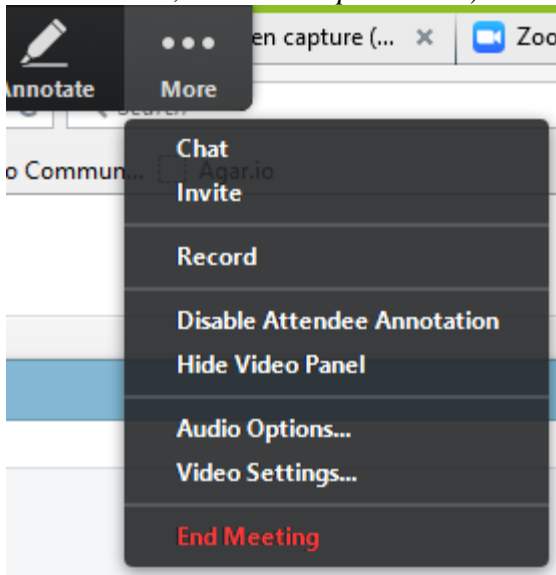


After selecting "Share Screen" located in your in-meeting tool bar. You can choose to share your "Desktop" or an "individual application/window".

Note: You can also select to share "computer audio" when sharing a video clip such as YouTube or a locally stored video clip.



- **Pause:** Pause your current screen share
- **Share a New Window:** Select a new window to share (Choose another window/application to share)
- **Mute:** toggle mute/unmute for your microphone
- **Stop Video:** Stop/Start your in-meeting video feed
- **More:** In-meeting Tool bar options (*in-meeting options such as - Participants, Chat, Invite, Hide video panel etc..*)



****Once you have completed your presentation, please “Stop Share”****
