

# 2021 ANNUAL GENERAL MEETING

June 5 & 6, 2021

AMNESTY  
INTERNATIONAL



**Date/Time:** Friday June 4<sup>th</sup> – Sunday June 6<sup>th</sup> 2021.

## Accessing the virtual AGM

To ensure you have access to the AGM, please follow the process below **15-30 minutes in advance of the start time of each session:**

- Make sure you are using the most up to date version of **CHROME, FIREFOX** or **MICROSOFT EDGE** browser only.
- Go to [https://my.amnesty.ca/AGM/AGM/Event\\_Access.aspx](https://my.amnesty.ca/AGM/AGM/Event_Access.aspx) and login using the username and password received in your email.

## Locating your sessions

The AGM this year will run mainly on the virtual event platform **ClearPicture**, with some sessions running through **Zoom**.

All **Zoom** sessions will be accessible through the **ClearPicture eMeeting** platform calendar; once you log in, you will see the **Zoom sessions listed as green** (**ClearPicture** sessions are in blue). After selecting the zoom session, you will be prompted to follow the link.

## How the Virtual AGM will work

There will be a main Moderator facilitating the online activities, including launching polls, managing speakers, sharing screens and opening the floor. This will allow for a smooth flow to the AGM activities.

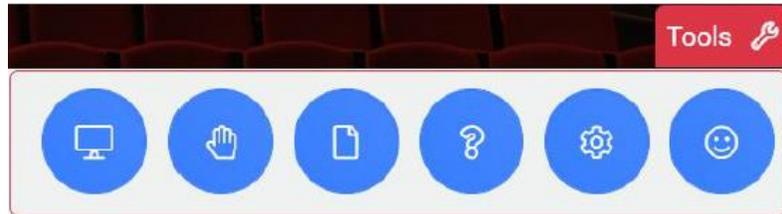
**Streaming issues:** If you cannot see a stream or have other issues on your browser, you may need to refresh it. Please note that refreshing your screen will lose an active voting window (if you are an official member registered to Amnesty International).

Please avoid having the meeting open in more than one window or tab. You will be logged out as a result. Likewise, please have other tabs / windows closed, even if these have other content.

**Technical problems:** If you are experiencing technical issues, please access IT support by clicking on the **?** in the red tools tab, located at the bottom-right of your screen.

## Functionality of the **ClearPicture** Platform – Quick Tech Tips

Once logged into the session, you can locate the tools tab, at the bottom right hand of your screen. The functionality is as follows:



**Share Screen:**  
turn on or off  
Share Document  
Screen



**Raise Hand:**  
click to ask  
question



**Show Documents:**  
open document  
panel



**Request help:**  
allows user to  
request tech  
help by private  
chat



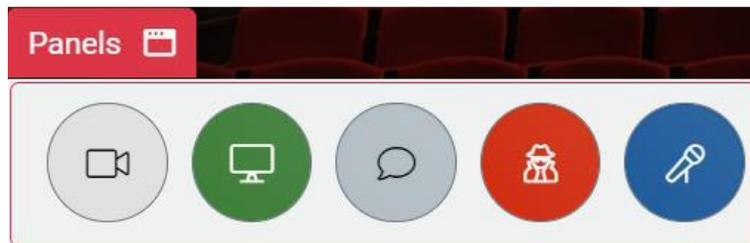
**Settings:**  
customize the  
interface, select  
and share  
camera and  
microphone,  
volume controls,  
select translation  
audio stream



**Emojis:** select  
an emoji to  
display current  
mood to replace  
your icon that  
appears on  
screen, also  
used for the  
sentiment  
tracker

**\*\* Based upon permissions, some icons and functionalities may not be visible. \*\***

To the left of the screen, you'll have access to the panel tab. The functionality is as follows:



**Turn on/off your  
video**



**Screen share**



**Public chat**



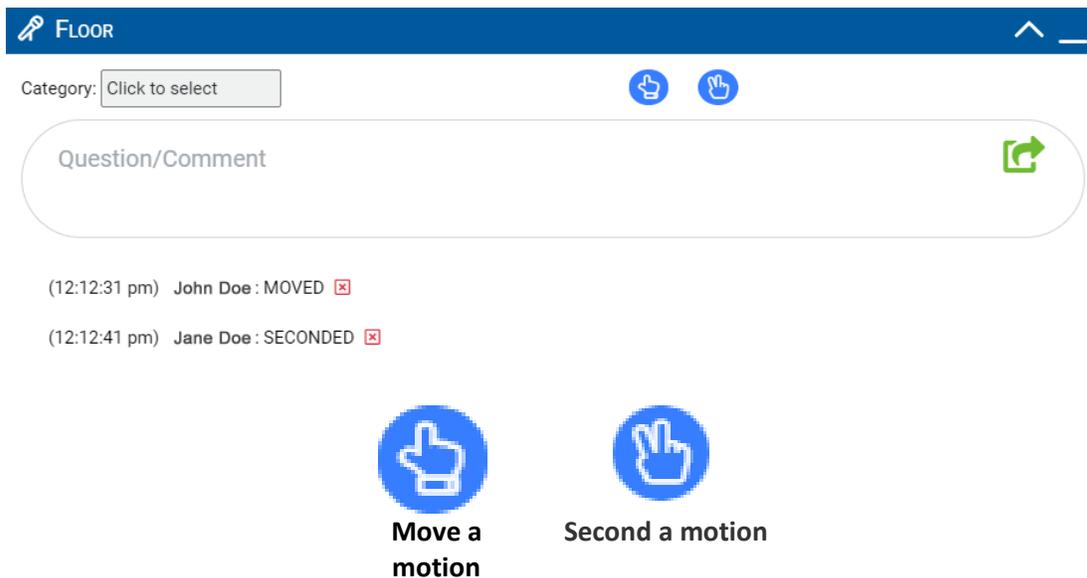
**Private chat**



**Open the floor**

**\*\* Based upon permissions, some icons and functionalities may not be visible. \*\***

The floor will be opened during governance sessions by the moderator, to pass resolutions and motions. It can be accessed as follows:



You'll also have an ability to add a comment from the floor. To do so, type your message in the text box and click the green arrow to submit.

### Functionality of the Zoom Platform – Quick Tech Tips

As previously stated, all Zoom sessions will be made available through the ClearPicture eMeetings calendar and made distinguishable as they are listed as green in the calendar, once you sign in.

Should you require assistance in joining the meeting, [check out the Quick Tips made available on their website here.](#)

**Accessing closed captioning:** the option will appear on the bottom of your screen:



**To adjust caption size:** Click the up ^ next to the Start/Stop Video, select Video settings, then Accessibility, and move the slider to adjust the caption size:

#### Closed Caption



**Joining a breakout room:** The host will invite you to join the breakout room, simply select join when invited to do so, it will appear on your screen.

If you hit Later, you can join by clicking Breakout Rooms in your meeting controls and select Join Breakout Room.

If you would like to leave the room, it'll give you an option to leave the breakout room or the whole meeting. Although, once time is up, the host will bring you back to the main room.

For any additional support with Zoom, [kindly check out their support website found here](#).

## Resources

**Community Agreement:** Amnesty International Canada (ES) is dedicated to fostering a virtual community that is open to learning and respecting each other's lived experiences and expertise, collectively incorporating these values into our human rights work, and learning spaces. The community agreement is not about creating rules—it is about being inclusive and at the same time creating expectations that allow everyone in the group to fully participate. Members of our virtual community agree to incorporate these principles into each of our interactions. Download and read a copy of the [Community Agreement](#) and [Code of Conduct](#).

**Mental Health Support:** Mental health support will be available throughout the AGM, provided by Pablo Gonzalez, MSW. To arrange a time to connect with him directly, please email [pablo.a.gonzalez@outlook.com](mailto:pablo.a.gonzalez@outlook.com)

**Self-Care and Wellness tips:** The very important work Amnesty members, supporters, volunteers and staff are doing takes toll on our minds, bodies and spirits. The added exhaustion of living and working virtually makes this true now more than ever. Access some tips and resources to support your selfcare and wellness throughout the 2021 AGM, from [our website here](#).

**Accessing essential AGM governance documents and reports:** If you are an official member to Amnesty International Canada, you have access to the MYAMNESTY Members community that provides a library of confidential documents and a shared space to engage through announcements and discussion forums. [Access the MYAMNESTY portal here](#).

## Troubleshooting

**Compatible Browsers:** Make sure you are running a recent version of **Google Chrome** (version 81 or newer), **Mozilla Firefox** (version 74 or newer) or the **Microsoft Edge** (version 87 or newer). Most issues result from having an out-of-date browser. Do NOT use Safari as it requires additional setup and may still not work.

**Setup Camera and Microphone Permissions:** Please ensure you grant access to both your camera and microphone so that you may participate. You can do this by going to your meeting link and click on the lock to open your browser access.

### Tips:

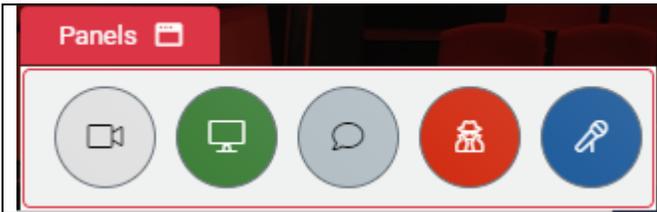
- Make sure that you have no other web conferencing or video software running concurrently. They can lock your camera and microphone. Even if they are only running in the background.
- Do not open your meeting in more than one browser or tab.
- You can select or change the camera and microphone used in your meeting in either the Lobby or in the Settings tool in the Tools tab once you enter the meeting. Many devices have multiple cameras (e.g. front, back) to select from.



If you are experiencing technical issues at any point during the AGM, please access IT support by clicking on the question mark in the tools tab and someone will reach out directly.

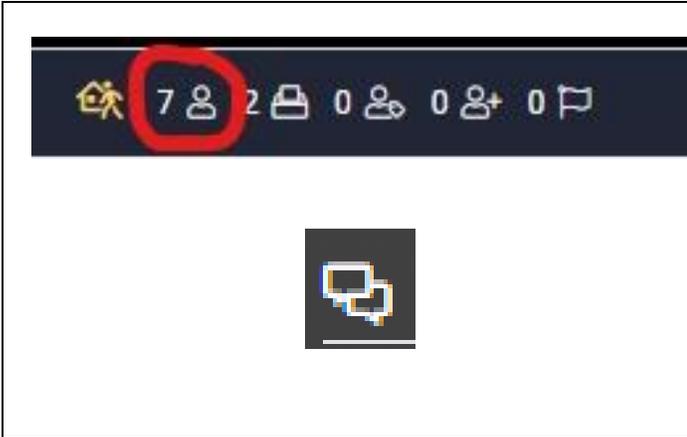
## Engagement and Chat room access

**ClearPicture Platform:** Live during the sessions, you have access to a public chatroom and/or send a private message to an attendee.



**Public Chat**

To access the Public chat, select the red Panels tab located at the bottom left, and select the speech-bubble icon.



**Private Message**

To private message an attendee, select the attendee list located at the top left-hand of your screen (red circle in image to the left), and it will bring up a list of the attendees present at that session.

By then locating the individual you'd like to message and selecting the speech bubble beside their name, you'll open up another window within the session that will be your private message chat room.

**Chat room on the AGM Website:** Throughout the entirety of the AGM weekend, participants will have access to a [chat room located on our website here.](#)

Join Chats

Set a Username

Username

**Already have an account?**

**Login**

Email

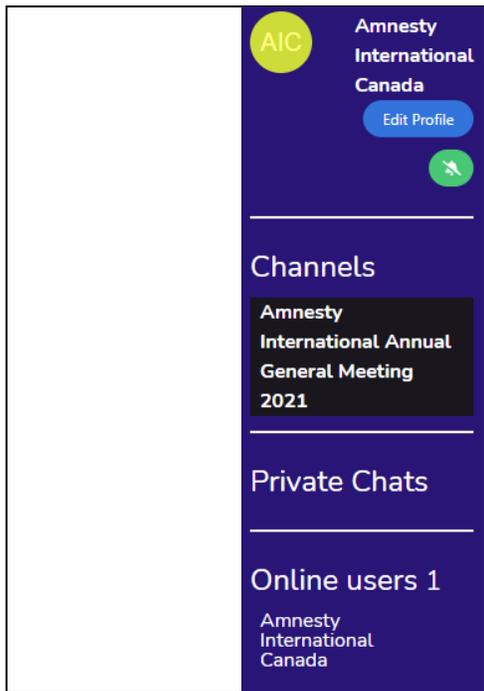
Password

To join the chat, you'll need to set up your Username. Please create your chat username by simply using your first and/or last name, and pronouns, so that folks are able to easily identify you in the list.

After doing so, you will be logged into the open forum chat room for all AGM users to connect with one another.

Please ensure you have the chat open within only ONE browser.

We recommend using **CHROME** for this service.

	<p><b>Private Message</b> To private message another individual, they need to be online and have the chat open.</p> <p>You'll then be able to locate their name, under the list of 'Online Users', located to the left of the screen. Once you select the name, it'll open your private message window.</p> <p>All private messages will then be stored under the "Private' Chats' section. To navigate off your private message, press <b>ESC</b> or click anywhere else on the screen.</p> <p>You can turn on notifications by selecting the bell icon under your name. Please note this will play notifications for <u>all messages</u> that come through, both publicly and privately.</p>
---	--

**Please note that all private messages both on ClearPicture and through the AGM Chatroom will not be monitored.**

**If you would like to file a complaint regarding any private conversations, kindly screenshot the exchange and use the process outlined in our [Code of Conduct found here](#).**

## Agenda

[Access the detailed agenda and session descriptions from our AGM website](#)

All times below are EDT.

Wednesday May 26 <sup>th</sup>	
Time	Session
8:00 PM – 9:00PM	Amnesty 101 webinar

Thursday June 3 <sup>rd</sup>	
Time	Session
8:00 PM – 9:30PM	Engaging with Governance – AGM Information Session

Friday June 4 <sup>th</sup>	
Time	Session
2:00 PM – 3:30PM	Becoming an anti-Racist Organization
3:30PM – 4:00PM	Break
4:00PM - 5:30PM	Workshop Block One  1. Immigration Detention in Canada: An Introduction to

	<p>the Human Rights Implications</p> <p>2. Taking Action in Solidarity with Environment Defenders Under Attack in Latin America</p>
5:30PM – 7:00PM	Break
7:00PM - 8:30PM	The Next Generation: Bringing Together Indigenous Youth Activists for a Just Future

Saturday June 5 <sup>th</sup>	
Time	Session
11:30AM - 1:15PM	Plenary Part One
1:15PM – 1:30PM	Break
1:30PM – 2:45PM	Working Party
2:45PM – 3:15PM	Break
3:15PM - 4:30PM	Board Candidate Session
4:30PM – 4:45PM	Break
4:45PM - 6:15PM	<p>Workshop Block Two</p> <ol style="list-style-type: none"> <li>1. Climate Justice and a Just Transition</li> <li>2. Indigenous Territorial Defenders in Canada</li> </ol>

Sunday June 6 <sup>th</sup>	
Time	Session
11:30AM - 12:30PM	Board of Directors Town Hall
12:30PM - 12:45PM	Break
12:45PM – 1:45PM	Global Assembly Motions Session
1:45PM – 2:00PM	Break
2:00PM- 3:15PM	Resolution 2021 Session (Vote)
3:15PM – 3:30PM	Break
3:30PM - 4:45PM	Strategic Goals Consultation Session
4:45PM – 5:15PM	Plenary Part Four

## Contact Us

Reach out to us at [members@amnesty.ca](mailto:members@amnesty.ca) or [eventcoordinator@amnesty.ca](mailto:eventcoordinator@amnesty.ca)