

Microphone Etiquette

Where we listen carefully to the voices of trusted servants humbly expressed in our group conscience, in unity and substantial unanimity. In other words, where sound and spirituality mix! Remember to take your higher power with you, especially to the microphone.

Background

A Past Delegate described specific microphone etiquette suggestions that she and her fellow Delegates were given at the start of her General Service Conference. Since the suggestions were beneficial at the General Service Conference, it is likely that they will be beneficial at our Area Assembly as well.

SUGGESTIONS

Our Assembly will run more efficiently, when we apply these Conference microphone etiquette suggestions:

1. Humbly expressing yourself. When you have something to say, get in line at the microphone: keep your comments short, simple and sweet!
2. Emphasizing group conscience rather than individual opinions.
3. Our main job is listening and listening carefully. If someone else has already made your point, don't go to the microphone. If you are already in line, please return to your seat. Avoid going to the microphone a second time until everyone has had a chance to speak.
4. This is a spiritual program; our higher power is ultimately in charge. Individuals should not need to go to the microphone more than once (or at very most twice!) to address the same issue.

LOGISTICS

1. You will be given 2 minutes to speak, there will be a countdown timer online and three colored lamps counting down your time in the room.
2. If attending in person:
 - a. Go to one of the floor microphones to speak. We will have folks both online as well as interpretation at the Assembly, please avoid shouting from the floor.
 - b. Get close to the microphone and speak directly into it. Be careful when adjusting the microphones.
3. If attending online:
 - a. When you join the meeting, you will be sent a request to allow the tech team to unmute you.
 - b. Use the raise hand feature to be added to the queue. When you are called on to speak, the tech team will unmute you.