

Webinar Guidelines

Joining:

- Please join the webinar 15 minutes ahead of time to ensure you can connect smoothly.
- Follow the link, enter your name and email address, and proceed to the meeting. This registers you for both webinars. You will also receive an email with the webinar details. You may register ahead of time, but it is *not* required.

Registration URL: <https://attendee.gotowebinar.com/register/1377642256146014209>

Webinar ID: 133-975-355

Audio:

- If you wish to use phone audio rather than your computer's built-in audio, select 'Telephone' rather than 'Mic & Speakers'. You will then call in to 1(213) 929-4231, enter access code #537-260-957, and then enter the audio PIN given to you under Audio in the webinar control panel. IMPORTANT: You will not receive an audio PIN until after you enter the meeting on your computer. If you do not enter an audio PIN on the phone, you will be in "listener only" mode.
- Support staff will ask all participants to mute themselves through the control panel by clicking the microphone icon  or the telephone icon  to reduce feedback on the line. If during a presentation there is lots of noise, support staff may choose to mute everyone to address this, and will note that in the chat window. *Do not call the phone line if you have selected 'Mic & Speakers' for audio.*

Participation:

- To contribute a question or comment, you have 3 options.
 - Type in the chat window at the bottom of the control panel, and the facilitator will read this to the group.
 - 'Raise your hand' with the hand icon in the GoToWebinar control panel, and the facilitator will call on you when your turn comes up in the queue.
 - Un-mute yourself and ask a question.
- Please share name and affiliation when speaking.

This webinar will be recorded.