

“What to Expect When you Register and Attend a Webinar” Requirements:

System Requirement

PC-based attendees

Required: Windows® 7, Vista, XP or 2003 Server

Macintosh®-based attendees

Required: Mac OS® X 10.5 or newer

*** You can use a telephone to call in to the webinar or use a headset that plugs into your computer. ***


Here is a link to a video which will show you the process:


http://support.citrixonline.com/en_US/GoToMeeting/video/GTMV00012

Step 1: You will receive the invitation to the webinar or see it on our website or Facebook page. To Register you can click in the “Register Now” button.

Test Webinar

Join us for a Webinar on October 28

REGISTER NOW 

Space is limited.
Reserve your Webinar seat now at:
<https://www1.gotomeeting.com/register/252256569> 

This is test webinar

Title: Test Webinar
Date: Friday, October 28, 2011
Time: 2:00 PM - 3:00 PM PDT

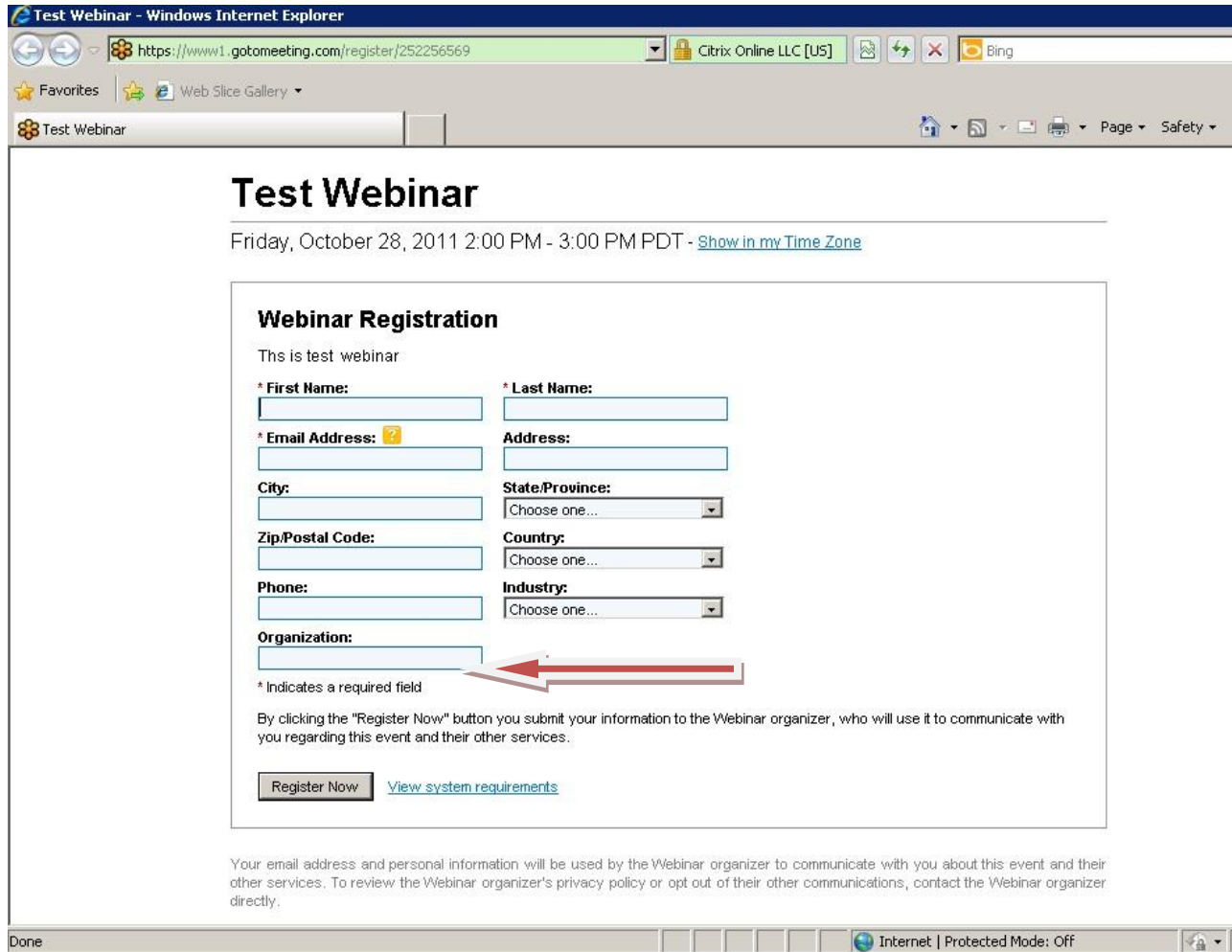
After registering you will receive a confirmation email containing information about joining the Webinar.

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Required: Mac OS® X 10.5 or newer

Click on either of these 2 links to register

Step 2: Once you have “clicked” on the register link it will bring you to the Registration page, where you will fill out your information. Once you have filled in the required fields, click on the “Register now” button.



Test Webinar

Friday, October 28, 2011 2:00 PM - 3:00 PM PDT - [Show in my Time Zone](#)

Webinar Registration

This is test webinar

*** First Name:** *** Last Name:**

*** Email Address:** **Address:**

City: **State/Province:**

Zip/Postal Code: **Country:**

Phone: **Industry:**

Organization:

* Indicates a required field

By clicking the "Register Now" button you submit your information to the Webinar organizer, who will use it to communicate with you regarding this event and their other services.

[View system requirements](#)

Your email address and personal information will be used by the Webinar organizer to communicate with you about this event and their other services. To review the Webinar organizer's privacy policy or opt out of their other communications, contact the Webinar organizer directly.

Step 3: Once this step is completed, you will receive an email to the email address you provided when registering, confirming your registration. This link is unique to you and should not be shared with others. You will need access to this email when it is time for the webinar.



Thank you for registering

Registration Complete

You have successfully registered for the following Webinar:

Test Webinar

Friday, October 28, 2011 2:00 PM - 3:00 PM PDT

[Add to your Outlook calendar.](#)

A confirmation email has been sent to you.

1. At the time above, click this link to join the Webinar:

<https://www1.gotomeeting.com/join/252256569/106497350>

This link **should not be shared** with others; it is unique to you.

2. You will be connected to audio using your computer's microphone and speakers (VoIP). A headset is recommended.

Or, you may select Use Telephone after joining the Webinar.

Toll: +1 (778) 783-0791

Access Code: 636-566-900

Audio PIN: Shown after joining the Webinar

Webinar ID: 252-256-569

System Requirements

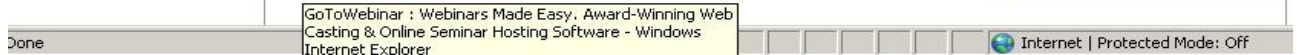
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Macintosh®-based attendees

Required: Mac OS® X 10.5 or newer

Read our [Audio Checklist](#) for tips on using your computer's microphone and speakers.



Step 4: On the date and time of the webinar, you will go to this email and click on the blue “Join Webinar” or follow the link to join.

Confirmation: "Test Webinar" - Message (HTML)

Message

Reply Reply to All Forward to All Delete Move to Folder Create Rule Other Actions Block Sender Not Junk Safe Lists Categorize Follow Up Mark as Unread Find Related Select Find

From: McKee Pownall [GoToWebinar.Notifications@citrixonline.com] Sent: Fri 28/10
To: Heather McPherson
Cc:
Subject: Confirmation: "Test Webinar"

Test Webinar

JOIN WEBINAR

Join us on Friday, Oct 28, 2011 2:00 PM - 3:00 PM PDT

Dear Heather,

Thank you for registering for:

Test Webinar
Friday, Oct 28, 2011 2:00 PM - 3:00 PM PDT

1. Click here to join:
<https://www1.gotomeeting.com/join/252256569/106497350>
This link **should not be shared** with others; it is unique to you.
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Please send your questions, comments and feedback to: info@mpequine.com.

Step 5: Once you follow this link it will take you to the GoToWebinar website, if this is your first time you will be prompted to download the software. Click ok and once the download is complete you will see a pop up screen that says you are “Successfully Connected”.

NOTE: Each person registered can only login to the webinar once, if you close out of the webinar and try to login again you will not be allowed.



Step 6: Once the organizer connects to the webinar, your screen will change and you will see the “Waiting room” with a sidebar. The sidebar has a small area where you can type questions for the presenter to see. During the webinar you will be able to hear the presenter but they will not be able to hear you.

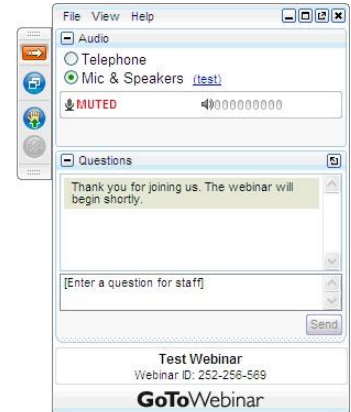
Test Webinar

Organizer: McKee Pownall | **Presenter:** McKee Pownall

Audio: Use your microphone and speakers (VoIP) or call in using your telephone.

Dial: +1 (778) 783-0791
Access Code: 636-566-900
Audio PIN: 56

Dr. Smith
DVM



Step 7: Once the presenter begins the presentation you will be able to watch the presentation.

The screenshot displays a webinar interface. The main content area features a title slide with the text "EQUINE LAMENESS" in large blue letters, followed by "Kathryn Surasky, DVM". Below this is the logo for "EM P MCKEE·POWNALL Equine Services". At the bottom of the slide are three photographs of horses in various jumping poses. On the right side, there is a control panel with a "File View Help" menu, an "Audio" section with "Telephone" and "Mic & Speakers (test)" options, a "MUTED" status indicator, and a "Questions" section with a text input field and a "Send" button. At the bottom of the control panel, it says "Test Webinar Webinar ID: 252-256-569 GoToWebinar".