## Instructions for viewing a video during a remote NEFMC meeting.

Video Sharing provides a seamless experience for attendees, who don't need to do anything special to watch the video playback. When a presenter is sharing their screen, attendees see the shared screen displayed within their GoToWebinar Viewer window. So when the presenter selects a video to share instead of a screen or application, the video stream replaces that shared screen and is played within that same Viewer window. Attendees joining via the Instant Join app and mobile apps will be able to watch videos.

- Only the presenter playing the video has access to the playback controls and has the ability to start, pause or stop the video feed for all attendees (i.e., they do not have the ability to stop and start the video at their own discretion).
- When a presenter shares a video, the video's audio feed will only be played through Computer audio (mic and speakers). This means that any attendees who have dialed into the audio conference using Phone audio will hear the video play through their computer or device's speakers rather than over the telephone.
- If an attendee is not hearing the audio properly (whether they are connected via Computer or Phone audio), they should check the volume on their computer's speakers and/or check their device output. It's possible that the audio is playing through a different output (like a USB headset that is plugged in).
- Once the video is done playing, the Viewer will remain open with the last video frame shown until organizers close out of the Viewer. Previously shared webcams will be disabled and replaced with the video once sharing begins.

