

# Instructions for GoToWebinar remote participation

NEFMC Advisory Panel and Committee meetings, March-April 2020

# NOTE:

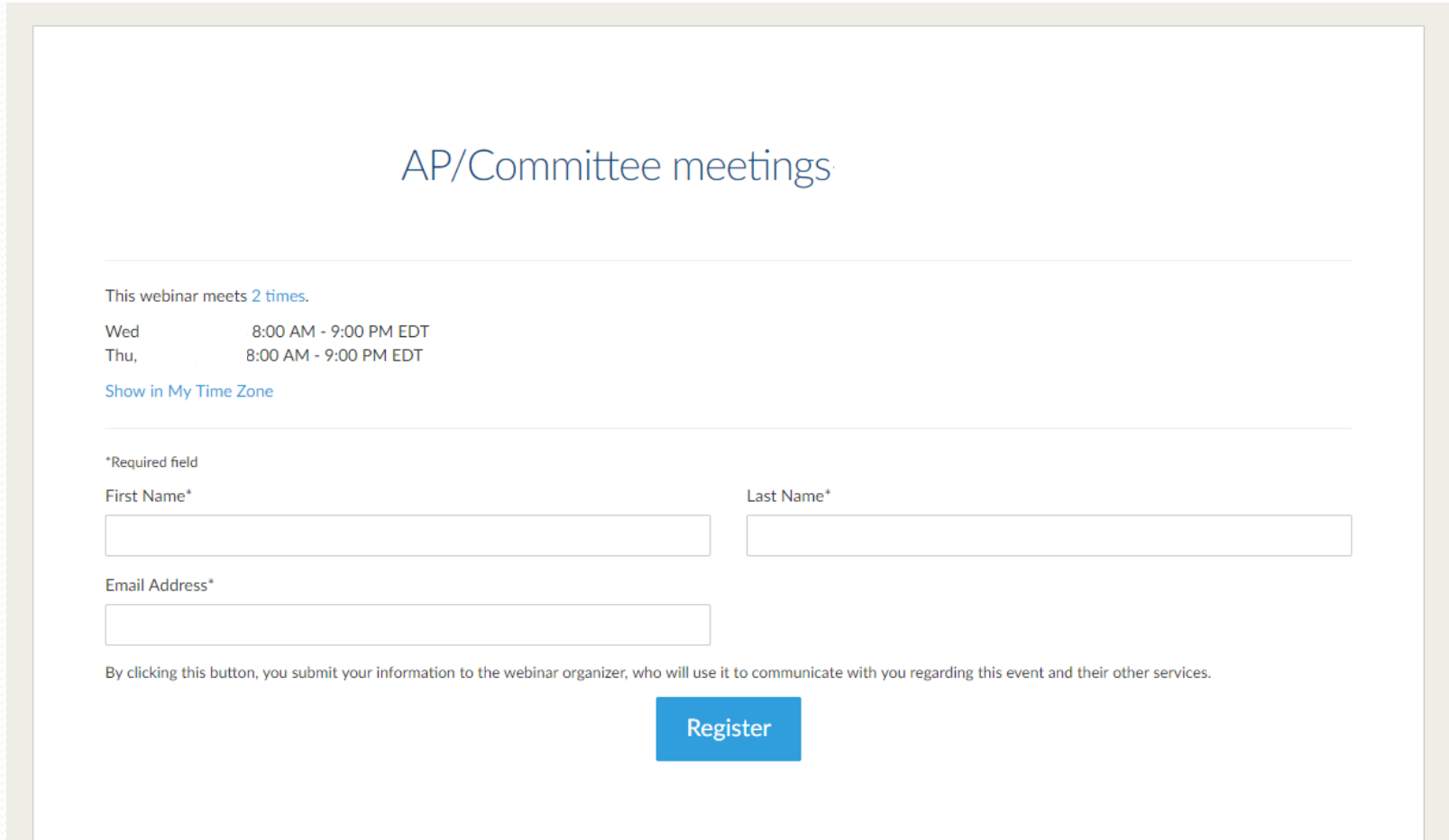
In order to participate in the meeting you must register for the webinar. Those that call in without registering will not receive an access code or audio pin, meaning there will be no way for us to “unmute” you.

If you do not register for the webinar, you will not be able to comment or participate in the meeting.

# Webinar Instructions

*Register for the Webinar:*

- *After clicking the link, you should see a screen like this.*
- *Fill in your name and e-mail, and click register.*



AP/Committee meetings

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This webinar meets [2 times](#).

Wed	8:00 AM - 9:00 PM EDT
Thu,	8:00 AM - 9:00 PM EDT

[Show in My Time Zone](#)

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\*Required field

First Name\*

Last Name\*

Email Address\*

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

[Register](#)

# Webinar Instructions

*Register for the Webinar:*

- *After you click register, you should see a page saying you are registered (example below).*

You're Registered!

## AP/Committee meetings-

This webinar meets [2 times](#).

Wed, 8:00 AM - 9:00 PM EDT

Thu, 8:00 AM - 9:00 PM EDT

Add to Calendar ▾

At the time above, [join the webinar](#).

Before joining, be sure to [check system requirements](#) to avoid any connection issues.

A confirmation email with information on how to join the webinar has been sent to you.

Questions or Comments? Contact: [meetings@nefmc.org](mailto:meetings@nefmc.org)

## To Cancel this Registration

You may [cancel your registration](#) at any time.

# Webinar Instructions

## Next, Check your e-mail

*(the one you registered with)*

- *You should see an e-mail from “New England Fishery Management Council”.*
- *Click “Join Webinar”*

Reply Reply All Forward  
New England Fishery Management Council <customercare@gotowebinar.com> | Jonathon Peros 11:53 AM  
Scallop AP/Committee meetings-March 21-22, 2018 Confirmation  
If there are problems with how this message is displayed, click here to view it in a web browser.

Unsubscribe + Get more add-ins

Dear J,

Thank you for registering for "Scallop AP/Committee meetings-March 21-22, 2018".  
Please send your questions, comments and feedback to: [meetings@nefmc.org](mailto:meetings@nefmc.org)

**How To Join The Webinar**

This webinar meets 2 times.  
Wed, Mar 21, 2018 8:00 AM - 9:00 PM EDT  
Thu, Mar 22, 2018 8:00 AM - 9:00 PM EDT  
Add to Calendar: [Outlook® Calendar](#) | [iCal®](#)

**1. Click the link to join the webinar at the specified time and date:**

[Join Webinar](#)

*Note: This link should not be shared with others; it is unique to you.*  
Before joining, be sure to [check system requirements](#) to avoid any connection issues.

**2. Choose one of the following audio options:**

**TO USE YOUR COMPUTER'S AUDIO:**  
When the webinar begins, you will be connected to audio using your computer's microphone and speakers (VoIP). A headset is recommended.

--OR--

**TO USE YOUR TELEPHONE:**  
If you prefer to use your phone, you must select "Use Telephone" after joining the webinar and call in using the numbers below.  
Argentina (Toll-free): 0 800 266 1379  
Access Code: 167-566-619  
Audio PIN: Shown after joining the webinar  
[Calling from another country?](#)

Webinar ID: 229-119-939

**To Cancel this Registration**

If you can't attend this webinar, you may [cancel your registration](#) at any time.

# Webinar Instructions

**Next, you will have to  
choose how you want to  
listen/participate in the  
meeting.**

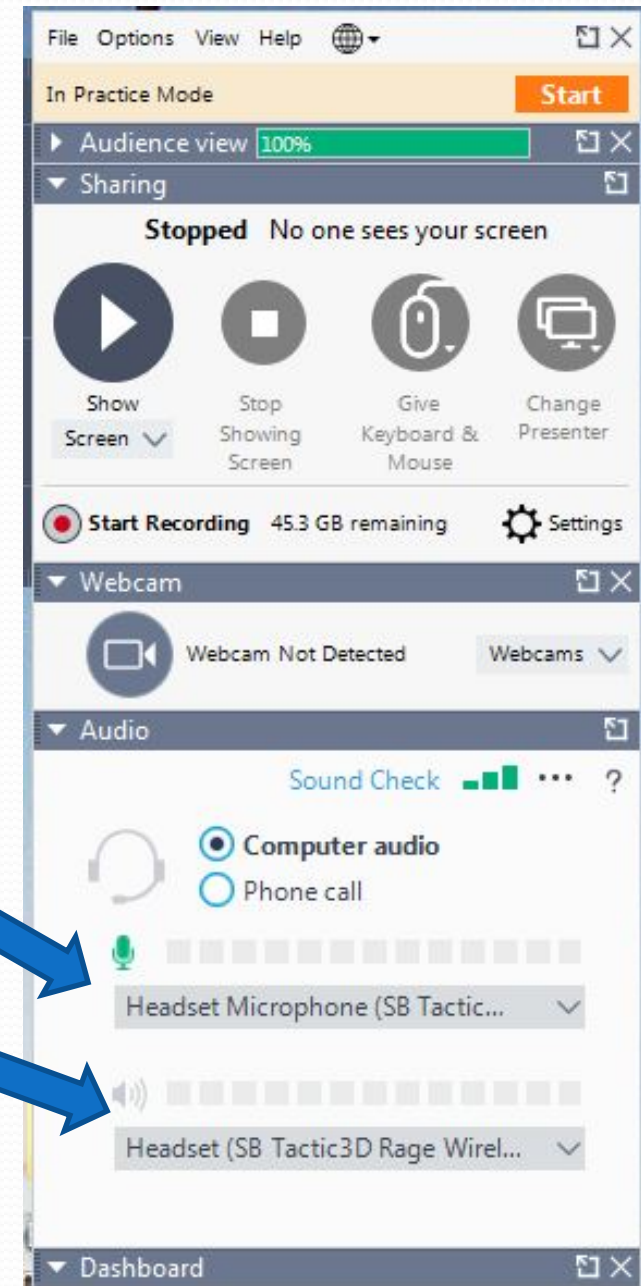
**Choices:**

- 1) Computer Audio**
- 2) Phone Audio**

# Webinar Instructions

## **Using Computer Audio** (Once you have joined the webinar)

- Select the microphone and speaker options that correspond with your computer

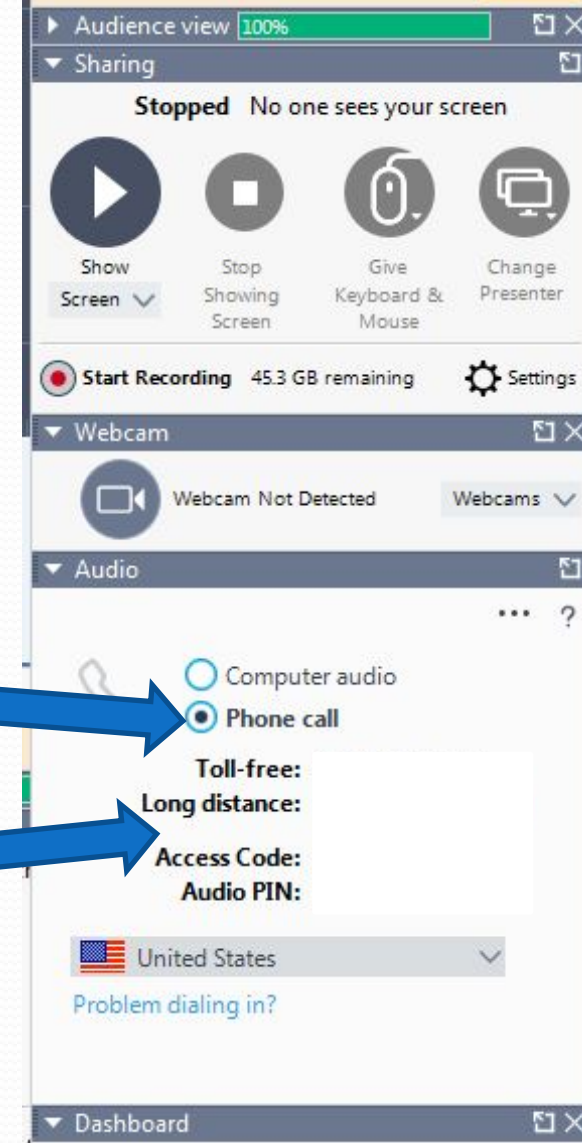


# Webinar Instructions

## Using Phone Audio

*(Once you have joined the webinar)*

- *In Audio Settings box, select “Phone call”*
- *Then, using your phone, call the number provided here and enter the Access Code/Audio PIN numbers when prompted*



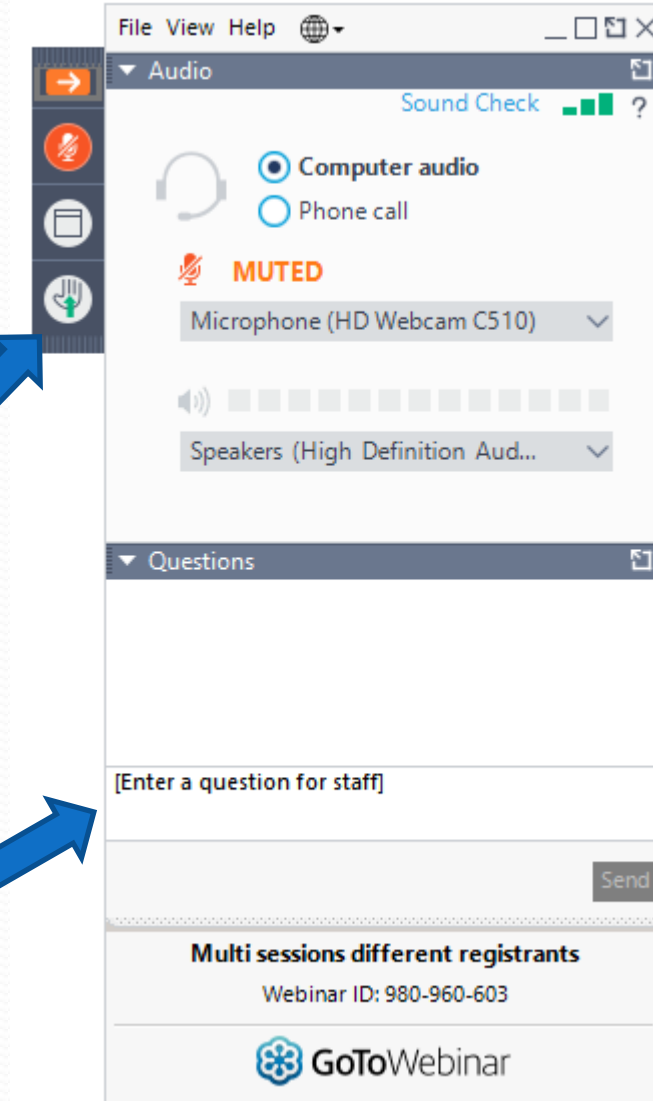


# Webinar Instructions

*How to participate:*

*(Once you have joined the webinar)*

- *If you would like to take part in discussion/ask question, click the “**Raise hand**” button, here*
- *You can also let us know if you’d like to speak by stating so in the “Questions” box, here.*

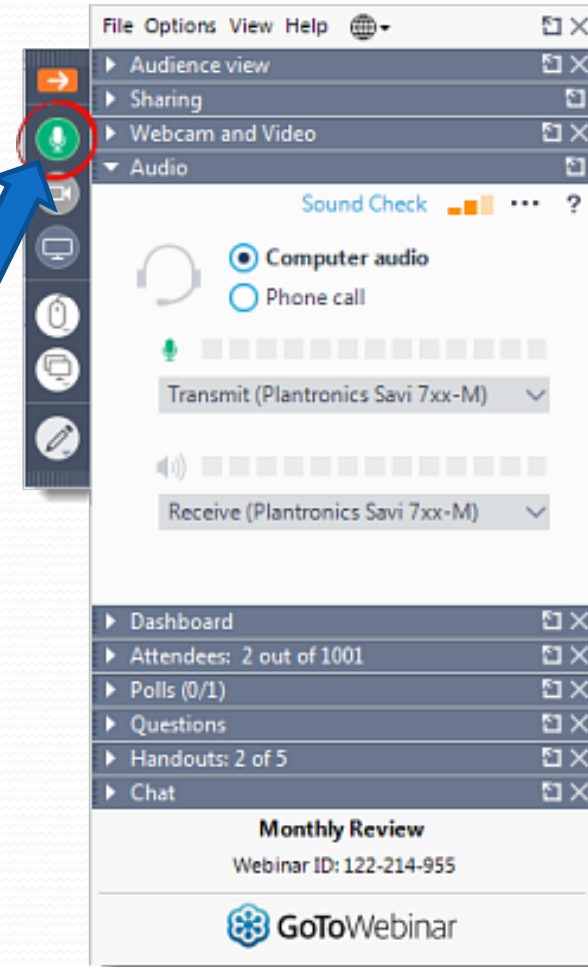


# Webinar Instructions

## *How to participate:*

*(Once you have joined the webinar)*

- *Before speaking, make sure you are unmuted. If you are unmuted, the microphone symbol will be green like this*
- *We will tell you when you are clear to speak.*



# Webinar Instructions

*How to participate:*

*(Once you have joined the webinar)*

- *If you are muted, the microphone will look like this*
- *To unmute yourself, click the microphone symbol.*

