

# GoToWebinar: Quick Start

## Guide for Participants

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### Equipment needed

- Computer, laptop or mobile device
- High-Speed Internet Connection
- Computer Speakers or telephone
- Google Chrome (Recommended)

You can test your equipment before the webinar by visiting:

<https://global.gotowebinar.com/ojoin/5278178488322408208/3018950>

### Audio

Participants can use and speakers on their computer to connect to the audio through the desktop, web or mobile app. This allows participants to join the audio without needing to use the telephone.

Participants can use a telephone to connect to the audio separately from the desktop, web or mobile apps. This allows participants to join the webinar even if they can't see the screen-sharing session.



Please note: Attendees are entered in listen-only mode and will not be unmuted.

To ask questions during the Q&A, use the question box in the attendee control panel.

### How to Join a Webinar

Once you register for a session, the Confirmation email will include your unique link. This is the Join URL.

1. Click the link and you can open it in any web browser to automatically join the session.
2. Open the desktop app and enter the Meeting ID.  
[www.gotomeeting.com/webinar/join-webinar](http://www.gotomeeting.com/webinar/join-webinar)
3. Use the mobile app on your phone or tablet and enter the Meeting ID.

### Waiting Room

If you join the webcast early, you will be placed into a "waiting room" until the webinar starts. Once the host opens the meeting, you will be automatically placed into the webinar.

### Technical Support

You can find many solutions to your problems by visiting the GoToWebinar Support Center at:

<https://support.goto.com/webinar>

### Webinar Tips

- If this is your first-time accessing GoToWebinar, make sure that you are 5-10 minutes early to ensure your audio connection is working properly.
- Pay attention to the presenter on screen, try not to multitask.
- If you have a question for the presenters and panelists, use the Questions Box.
- If you would like to communicate with the organizers regarding non-presentation questions, please use the chat box.
- Today's handouts are available on the CIBHS website: <https://www.cibhs.org/regional-convenings-2020>

We are sharing these recommendations to make your webinar experience an excellent one. Please remember that all or some of your issues may need to be resolved with your IT support.

**For additional information, please contact:**

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