## WebEx Log-In Tips

- Connect to WebEx on your computer before you call in
- Sign in to WebEx with your full name

Northwest Streamflow Restoration's Personal Room
Enter your information
Your full name
Email address
Next
Already have an account? Sign in

- Audio options:
  - Use computer for audio
  - Have WebEx call your phone
  - Use the Call in number
- If you experience technical difficulties
  - try to log in again
  - email the chair
  - If WebEx fails, check your email for an alternate call in number from the chair



## WebEx Log-In Tips

- If using the Call In Number, enter the Attendee ID number from WebEx when prompted
- Using the Attendee ID help us identify who is participating and who is talking
- Make sure you are not connected to audio through your computer AND phone by connecting to WebEx first and using the Attendee ID if you call in.



## WebEx Participation Tips

- Use a headset/headphones or take the call from a quiet space to reduce background noise/echo.
- Keep your phone or headset muted unless you are speaking to the group.
- Turn off video to conserve bandwidth.



## WebEx Participation Tips

- Use the chat function to submit questions and comments and/or request to speak to the group
- Remember to state your name when you speak.





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To: Everyone		~ )
Enter chat message Vere		
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