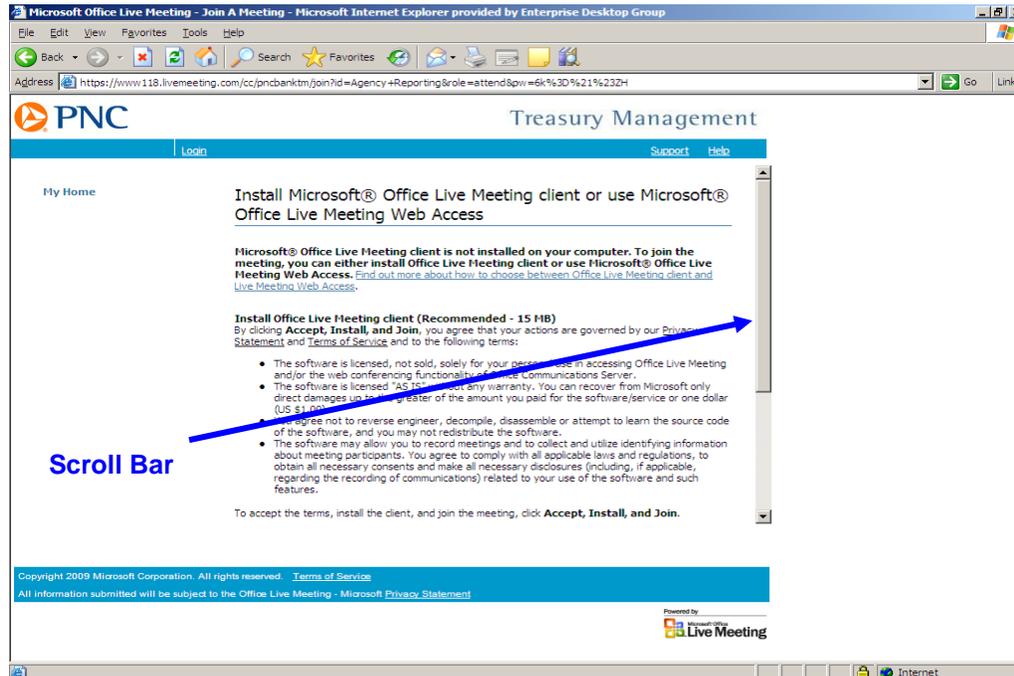


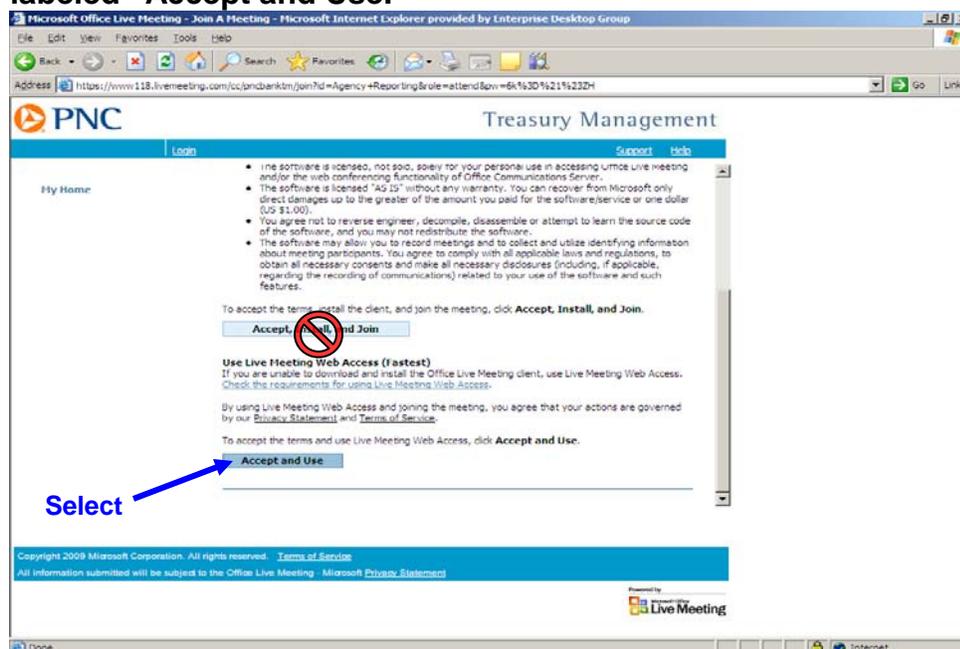
Directions for Accessing Live Meeting

PLEASE NOTE: To avoid installing software, scroll past “Accept, Install, and Join” and CHOOSE the second option “**ACCEPT AND USE.**”

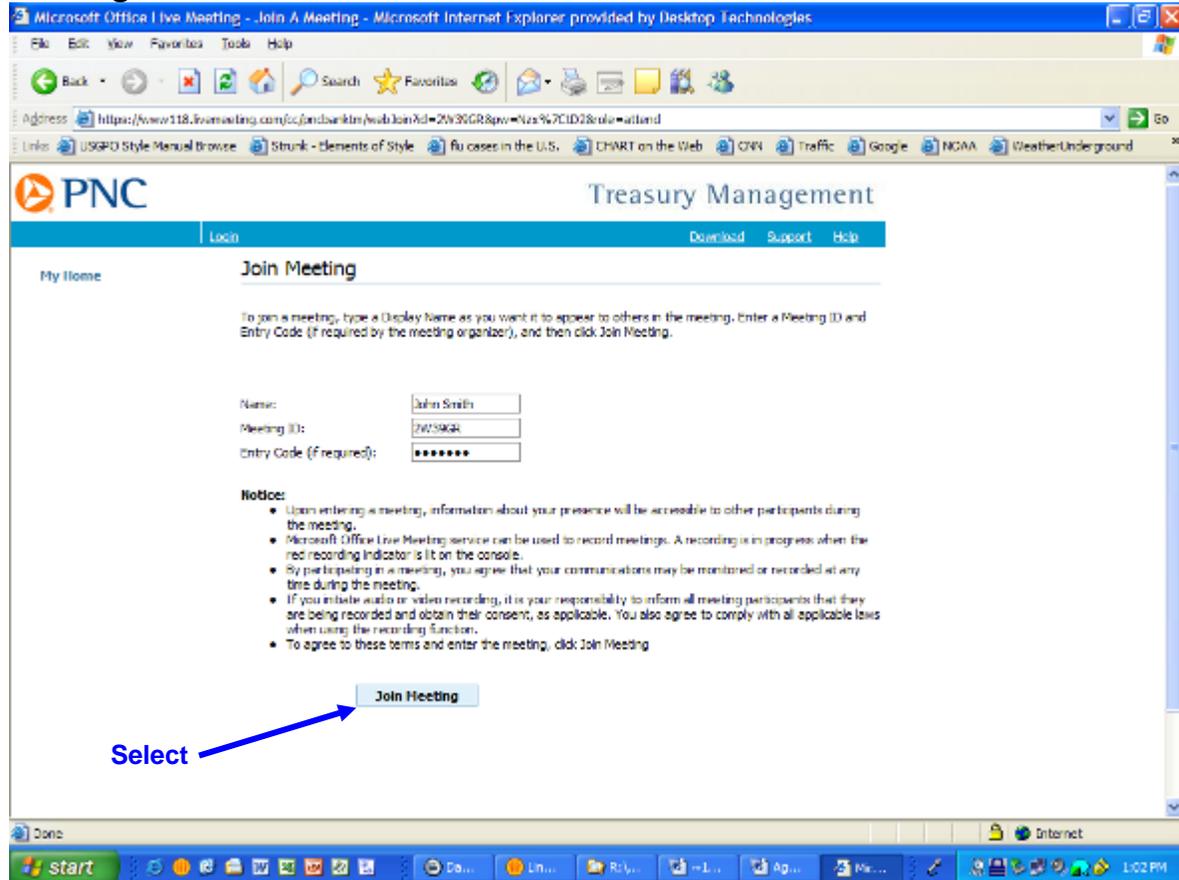
When you click on the link, you will be presented with the below screen:



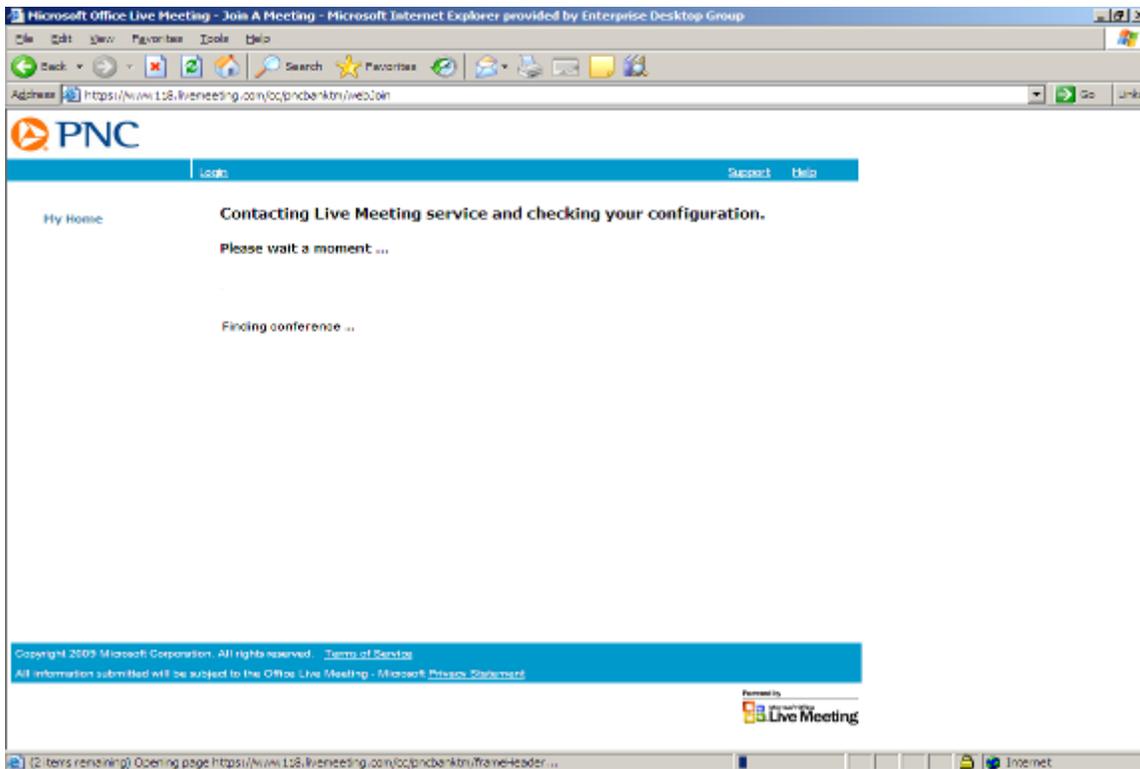
Use the scroll bar to scroll down to the bottom of the page, where you will see options presented in the form of push-buttons. Select the last push-button labeled “Accept and Use.”



Please fill in your name; in our example, your name should go in the field where you see “John Smith.” The meeting ID and Entry Code should pre-fill. If they do not, please enter the ID and Code included in the email invitation. Click on 'Join Meeting' button.

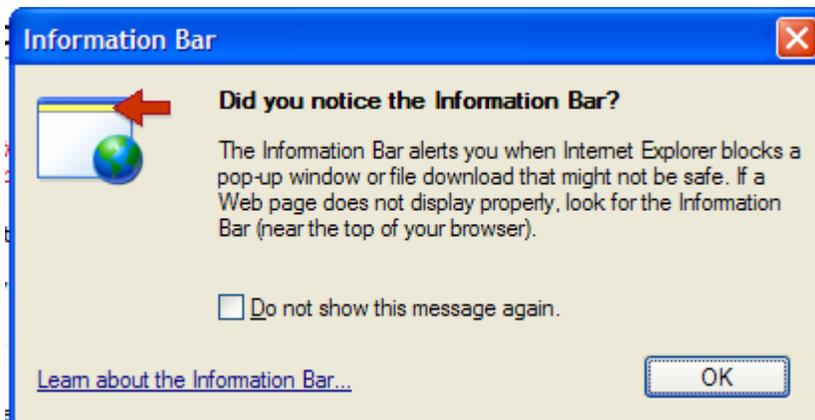


The screen below is displayed:

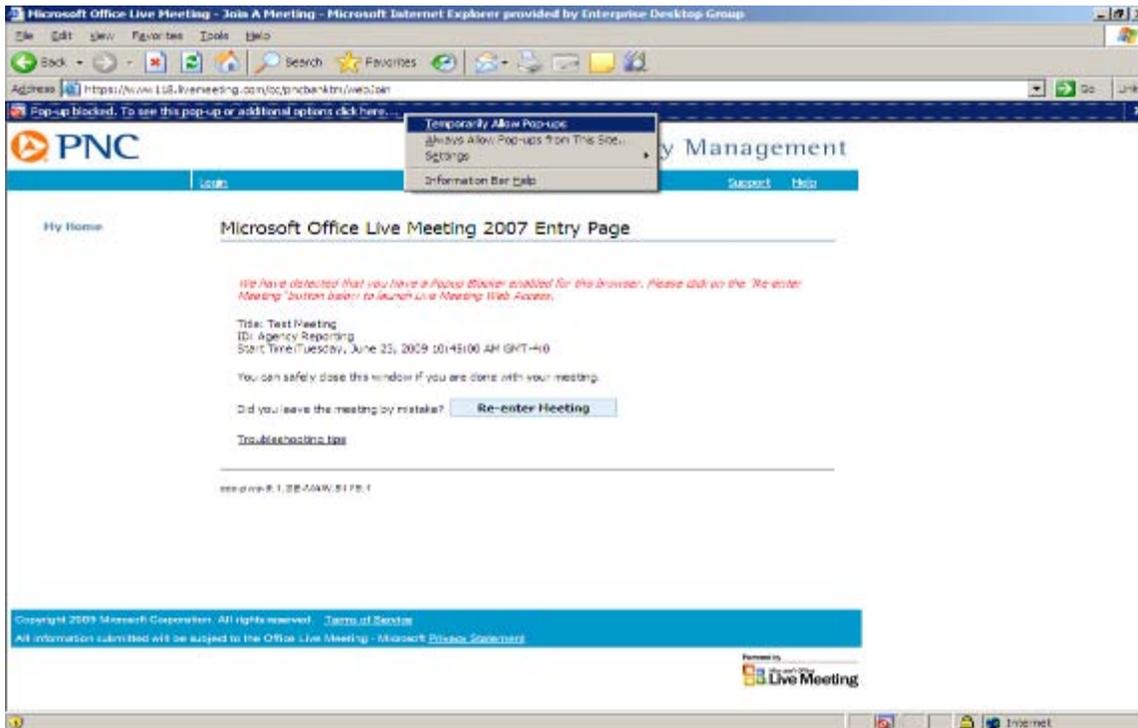


If your browser pop-ups are disabled, you'll need to temporarily allow them, as the Live Meeting will launch in a new browser page.

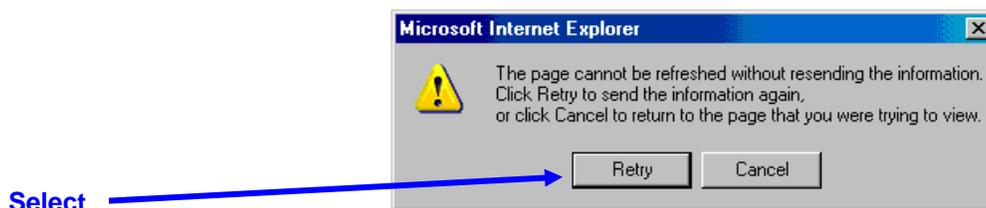
Click "OK" on the Information Bar pop-up.



Click on the Information Bar to see the browser pop-up and choose “Temporarily Allow Pop-ups” from the drop-down list.



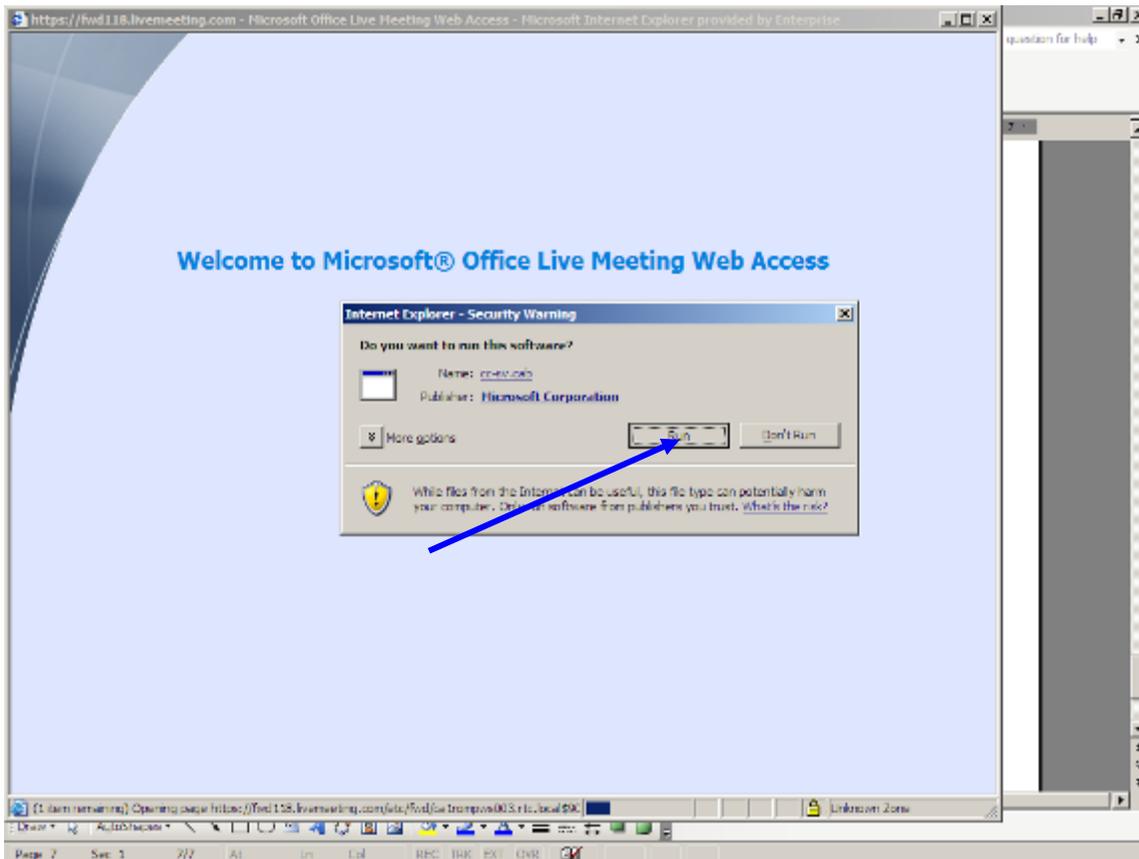
After you've allowed the pop-ups, the below screen is presented. Click on the “Retry” push-button.



Live Meeting will attempt a connection:



In some instances, the below message will be presented. If this happens, select the “Run” push-button.



You will be presented with the meeting screen. This is what we will use for the meeting. Please close the Voice dialogue box by selecting the “X”

