Joining the Meeting
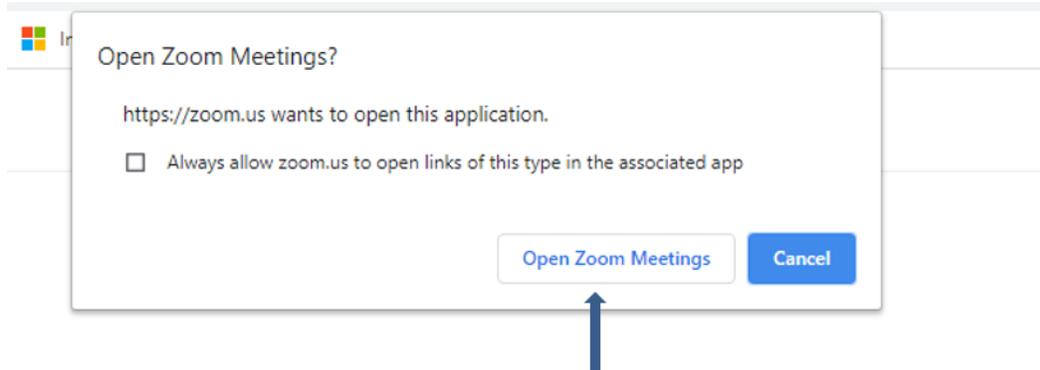
1. Log in to the Zoom webinar using the link provided to you by HLF. **There is no need to download anything.**

2. Once you click the link, you should see this screen. Please select Open Zoom Meetings where indicated and **wait a few seconds** for it to launch.
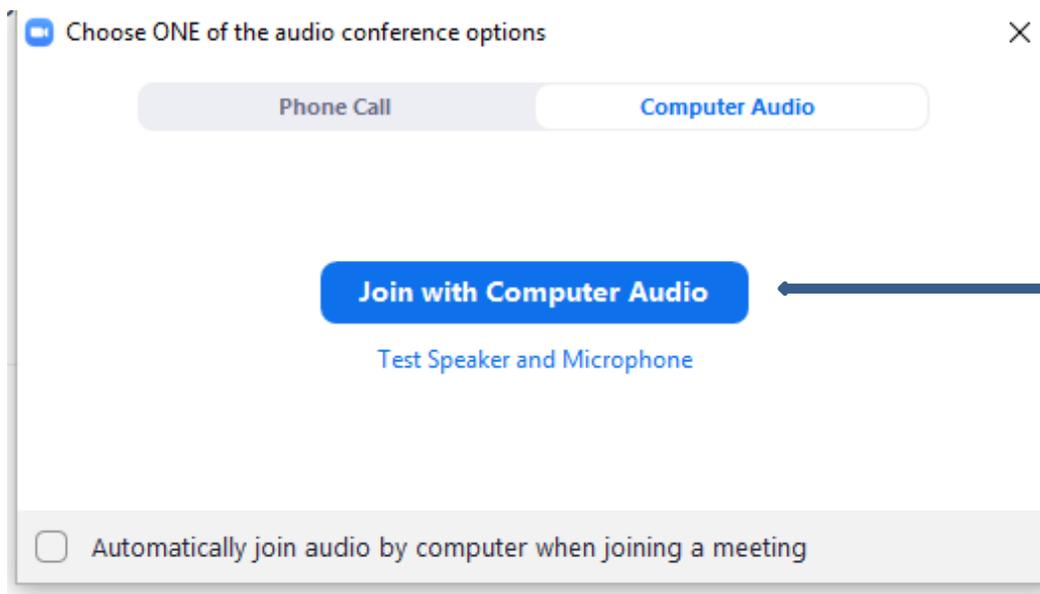
Open Zoom Meetings?

https://zoom.us wants to open this application.

☐ Always allow zoom.us to open links of this type in the associated app

Open Zoom Meetings   Cancel

Click **Open Zoom Meetings** on the dialog shown by your browser

If you don't see a dialog, click **Launch Meeting** below
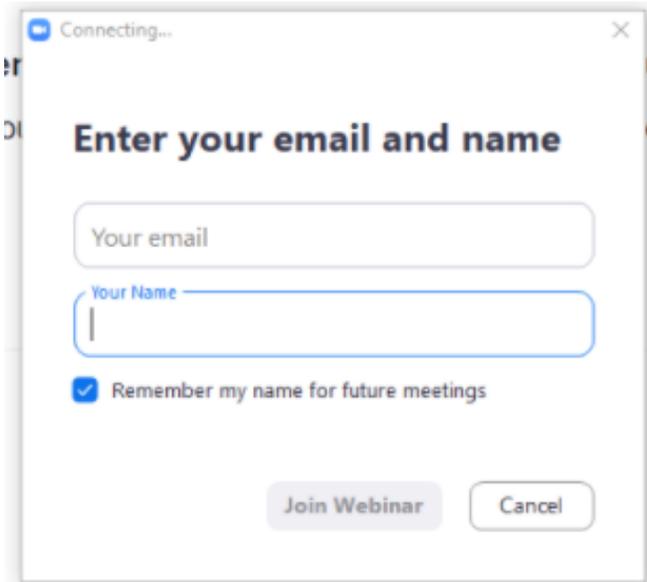
Launch Meeting

You can ignore this message unless the Open Zoom Meetings above does not work.

3. We strongly encourage you to join the meeting with computer audio as below:

Choose ONE of the audio conference options   ✕

Phone Call   Computer Audio

Join with Computer Audio

Test Speaker and Microphone

☐ Automatically join audio by computer when joining a meeting

(If you are unable to join via computer audio, please follow the instructions for joining via phone call and be sure to place your phone on mute once in the meeting.)

4. Next, you should see the following dialogue box. Please enter your email and full name, then click Join Webinar.
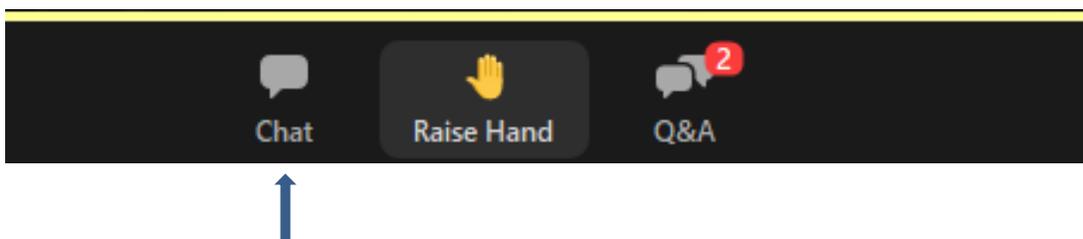

Once in the meeting, you will only be able to see and hear the evening's speakers and the presentation. You will not see or hear other guests and nobody will see or hear you.
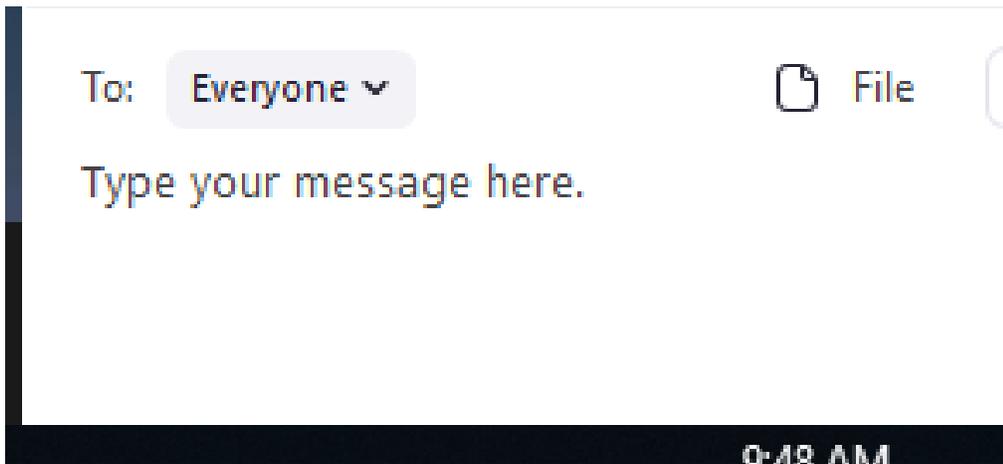
Asking Questions on Motions

If you have a question related to a motion on the floor, please click on the Raise Hand icon at the bottom of your screen -- when prompted by the host -- to indicate that you have a question.

Once your hand is raised, please proceed to Click on the **Chat** icon

This will open a box on the right of your screen where you can type in your question.

Once your question has been submitted, please click on Lower Hand.

If you do not see the icons on the bottom of your screen, try moving your mouse. This should get them to reappear.

Voting on Motions

Voting on motions will be conducted by way of polls. You simply have to click on your selection when prompted, and you will have 10 seconds to vote.