

Please register by email | [white@boostforkids.org](mailto:white@boostforkids.org)

## GETTING STARTED

**Topic:** *Conducting Forensic Interviews for Children with Special Needs*

**Date:** Wednesday, April 26, 2017

**Time:** 1:00-2:30 pm, EST

**Meeting Number:** 195 938 601

**Meeting Password:** pa\$\$word



**Conference Call Number:** 416-343-2651 OR the **Toll Free Number:** 1-866-440-8926

**Conference ID Number and Participant ID Number:** 1381170#

1. To join the online meeting, go to:

<https://meetings.webex.com/collabs/#!/meetings/detail?uuid=M7PIFGP5BSG1B20QJ6RT8I42KI-10ZAT&rnd=309684.82259>

Note that you may be asked to download software to access the application; this is a necessary update and not a virus or malware, so please follow the prompts accordingly. If you have any concerns, please visit <https://support.webex.com/MyAccountWeb/supporthome.do> for WebEx support. **It is recommended that you log on at least 15 minutes prior to the start time to help ensure that the webinar can begin as scheduled.**

2. Enter your name and your email on the right hand side of the screen. Click "Join as Guest."
3. **Do not call in on the WebEx phone number indicated on the website. Please do the following:**
  - a) Phone the Conference Call Number: 416-343-2651 OR the Toll Free Number: 1-866-440-8926
  - b) Enter the Conference ID Number and Participant ID Number: 1381170#
4. To connect your webcam to the interface, select the video  icon from the top right corner of your screen. You should now be able to see your image in the participants box (bottom right corner), as well as the image of whomever is currently speaking. If you **do not** have a webcam, you can still join the online meeting, connect via teleconference and watch and listen to the presentation.
5. To enlarge the video box, select the  icon.
6. **Please mute your audio on both your phone and computer to avoid any interruptions, and to allow for recording of the webinar.**
7. The presenter(s) will indicate if s/he will take questions during the presentation, or alternatively, ask that participants hold them until the end of the presentation. You can use the "raise hand" icon (shown below) to ask a question or send your question by instant message (chat) on the bottom right side of the main page. You can also take notes throughout the presentation by selecting the notes function on the main page; this will allow you to take personal notes without having to close the application.

