Wellness Council Webinar WebEx Login Instructions

To join the Wellness Council Webinar:
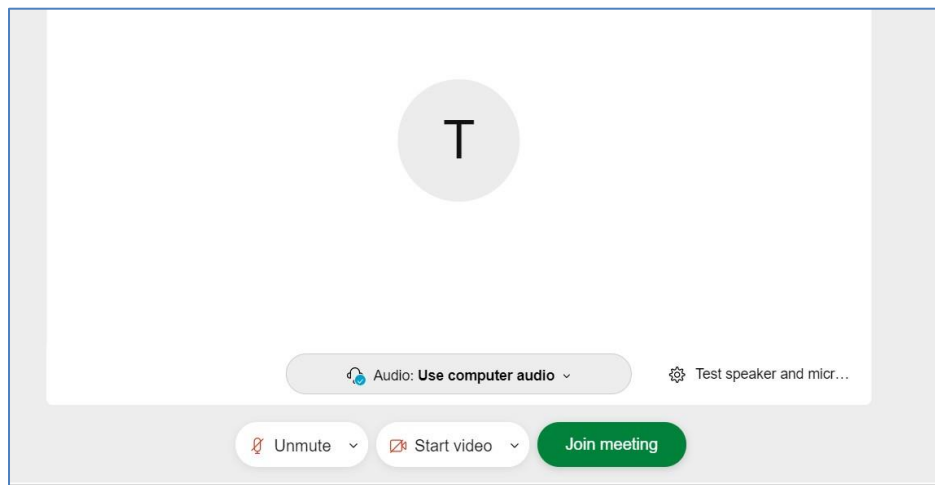
- **Click on the NEW WEBINAR LINK (valid through June 1, 2023):**
  - **Join from the meeting link**
    - https://tn.webex.com/tn/j.php?MTID=mb19a79e841345302e139c0b0fa2a9f12
  - **Join by meeting number**
    - Meeting number (access code): 2309 516 5189
    - Meeting password: wellness
  - **Join by phone**
    - +1-415-655-0001 US Toll

Note: If you don't have WebEx installed on your computer, you can run a temporary application. The system will prompt you to run the temporary application.

You will be asked to enter your name and email. Then click **Join meeting (see image below).** You may see a pop-up asking you to choose your phone and video connections, or it will automatically connect you based on prior settings.

- You may see a preview screen with microphone and video button symbols.
- Turn off/mute your video option/button.
- You can click on the down arrow to change your audio option. (See below.)

For **Audio Connection**, you have a few choices:

- Call me (**recommended** – enter the phone number you want the system to call)
- Call using computer audio (if you have a headset)
- I will call in

Note: The meeting chat is on the bottom right-hand side.

Audio Connection Tips:
- If you dial in using your phone, long distance charges may apply.
- If you choose "call me" you can put <u>any</u> number into the box and click the box that says connect audio. The system will call you.
- If you choose "I will call in" the phone number you need to dial will "pop up" on the screen and you will need to use the access code given to you in the pop-up box. This phone number and access code is also listed above.
- We do not recommend using the "call using computer" option <u>unless</u> you are using a headset connected to your computer.
- If you call in using the 415-655-0001 telephone number, you will not need an attendee ID number. You can just push the pound key.

FAQs
Do I have to be sitting at my computer to participate, or can I just call in?
No, you do not have to be sitting at your computer. You can call in using the following information:

+1-415-655-0001 US TOLL
Meeting number (access code): 2309 516 5189

Will the login information always be the same for each call/webinar going forward?
Yes, unless otherwise noted prior to the meeting.