

GoToWebinar Housekeeping: Attendee Participation

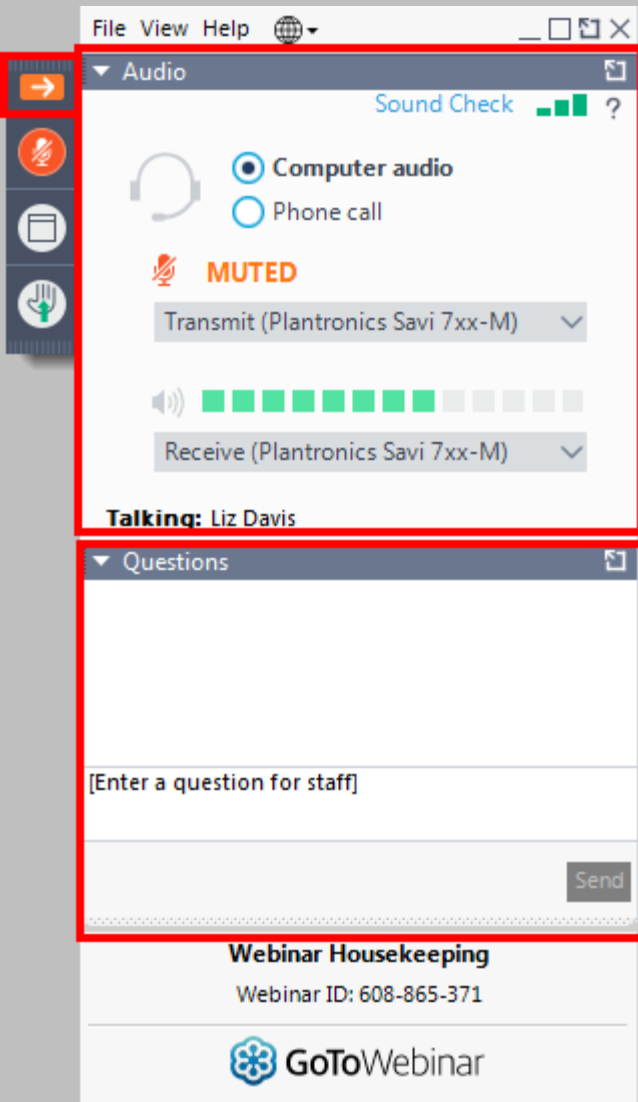
Your Participation

To the right of your screen is the GoToWebinar control panel.

Open and close your control panel by clicking the arrow.

Note: *The control panel will collapse automatically when not in use – click on the arrow to open at any time.*

All Attendees will be 'muted' during the presentation.



A screenshot of the GoToWebinar control panel interface. A red arrow points to a small orange arrow icon in a vertical toolbar on the left. The main panel is divided into two sections: 'Audio' and 'Questions'. The 'Audio' section shows 'Computer audio' selected, a 'MUTED' status, and microphone options. The 'Questions' section has a text input field with the placeholder '[Enter a question for staff]' and a 'Send' button. At the bottom, the webinar title 'Webinar Housekeeping' and ID '608-865-371' are displayed, along with the GoToWebinar logo.

File View Help

Audio

Sound Check

Computer audio

Phone call

MUTED

Transmit (Plantronics Savi 7xx-M)

Receive (Plantronics Savi 7xx-M)

Talking: Liz Davis

Questions

[Enter a question for staff]

Send

Webinar Housekeeping

Webinar ID: 608-865-371

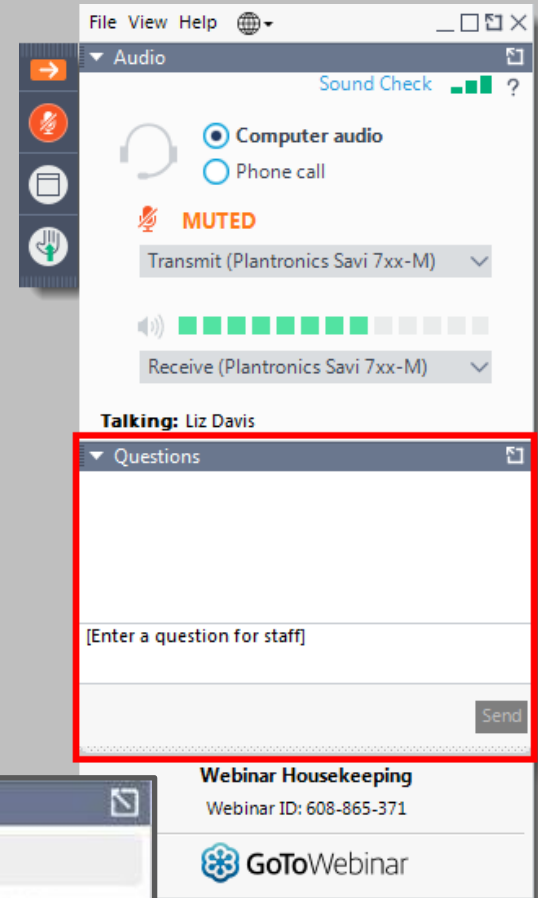
GoToWebinar

GoToWebinar Housekeeping: Questions

Questions

Please submit your text questions and comments using the Questions panel at any time.

We will be monitoring questions throughout the meeting, and will either reply in the question area, raise your question during Any Other Business, or in some cases, respond afterwards.



The screenshot shows the GoToWebinar interface. The top panel is the Audio control panel, which includes a 'Sound Check' indicator, a 'MUTED' status, and options for 'Computer audio' and 'Phone call'. Below the audio panel is the 'Questions' panel, which is highlighted with a red border. The 'Questions' panel contains a text input field with the placeholder text '[Enter a question for staff]' and a 'Send' button. To the right of the 'Questions' panel is the 'Webinar Housekeeping' panel, which displays the 'Webinar ID: 608-865-371' and the 'GoToWebinar' logo.

Example questions



The screenshot shows the 'Questions' panel with two example questions entered in the text input field. The first question is 'Q: Hello everyone.... :-)' and the second is 'Q: Have you had any breakfast? If so what did you have?'. Below the input field is the placeholder text '[Enter a question for staff]' and a 'Send' button.

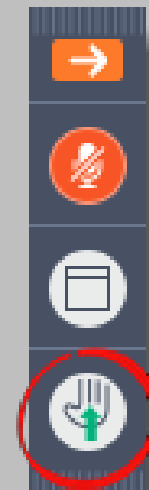
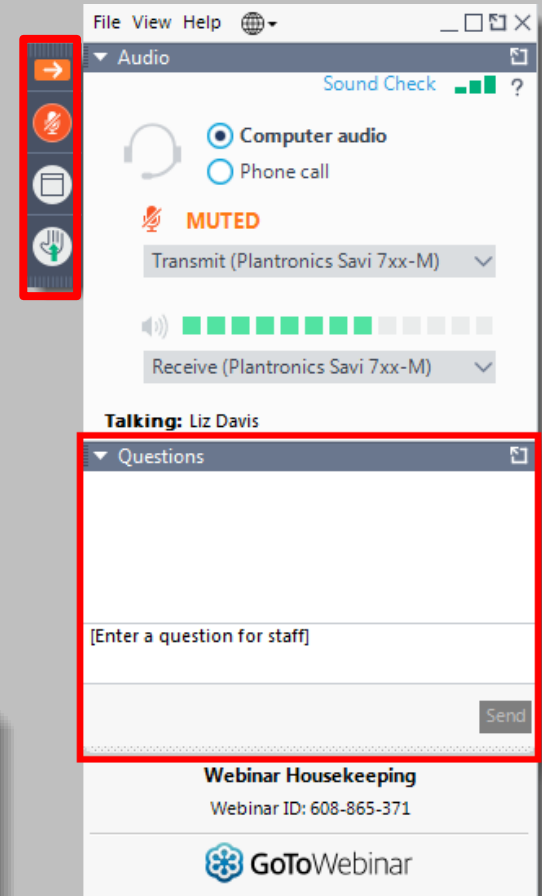
GoToWebinar Housekeeping: Questions

Questions

Hand Raising function

Ahead of a vote, the Presenter will ask members to use 'Hand Raising' to ask a question – simply click on the Hand Raising Button!

We will unmute you so you can ask your question



← Hand Raising

GoToWebinar Housekeeping: Voting

Voting

Voting will be live in the meeting with instant results.

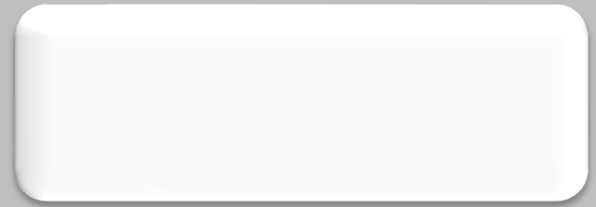
The vote options will be on screen - simply select your preference!



Live vote

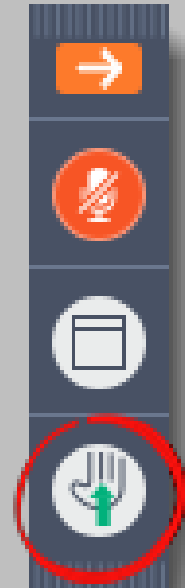
We will now hold a test vote, to give everyone the opportunity to practise!

8. Election of Officers



Ahead of the vote, are there any questions?

Please use the Hand Raising function



Live vote