

Helpful Tips for Using GotoWebinar on your Mobile Devices

ACHD routinely uses the Webinar Platform to share information with Healthcare Districts and Partners. Many attendees utilize mobile devices to access a webinar. To assist users in a seamless webinar experience, we have outlined some tips on how best to utilize mobile devices.

We encourage all attendees to download the GotoWebinar App (App) from your mobile device. The App is available for download for [Android](#) and [Apple](#) devices. The App will help connect users to webinars and ensure full participation! Entering a webinar through the App allows for a seamless audio and video connection from both smartphones and tablets, without requiring users to 'dial-in' to a webinar.

Once the App has been installed, users may access any webinar using a webinar ID. Webinar IDs are located in confirmation emails sent directly to a user upon registering for a webinar.

Below are detailed instructions on how to use the App once installed on mobile devices.

Connecting to a Webinar through the App:

1. Register for a webinar

To register for a webinar, simply access the "link to register". Once registration is complete, please make a note of the Webinar ID (see highlight below).

Note: Users cannot register for a webinar through the App.

Thank you for registering for "Advocacy Committee Meeting".

Please send your questions, comments and feedback to: sheila.johnston@achd.org

How To Join The Webinar

Thu, Jul 19, 2018 10:00 AM - 11:30 AM PDT

Add to Calendar: [Outlook® Calendar](#) | [Google Calendar™](#) | [iCal®](#)

1. Click the link to join the webinar at the specified time and date:

Join Webinar

Note: This link should not be shared with others; it is unique to you.

Before joining, be sure to [check system requirements](#) to avoid any connection issues.

2. Choose one of the following audio options:

TO USE YOUR COMPUTER'S AUDIO:

When the webinar begins, you will be connected to audio using your computer's microphone and speakers (VoIP). A headset is recommended.

--OR--

TO USE YOUR TELEPHONE:

If you prefer to use your phone, you must select "Use Telephone" after joining the webinar and call in using the numbers below.

United States: +1 (213) 929-4232

Access Code: 975-287-876

Audio PIN: Shown after joining the webinar

Webinar ID: 238-245-523



ACHD

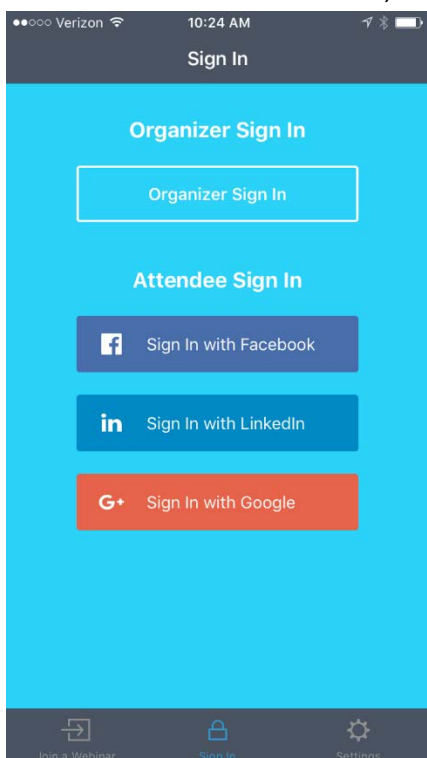
ASSOCIATION OF CALIFORNIA
HEALTHCARE DISTRICTS

2. Using the app

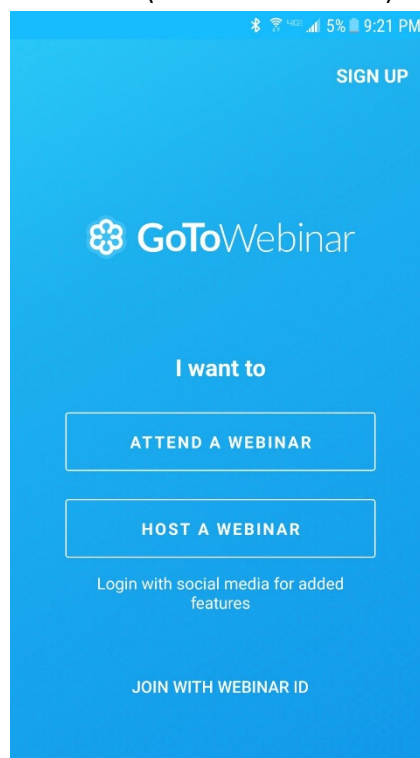
On the day of the webinar, simply:

a. Open the App.

- The screen will look as pictured below, depending on your device.
- For Apple devices, select the “Join a Webinar” icon (Pictured on the right) 
- For Android devices, select “Attend a Webinar” (Pictured on the left)

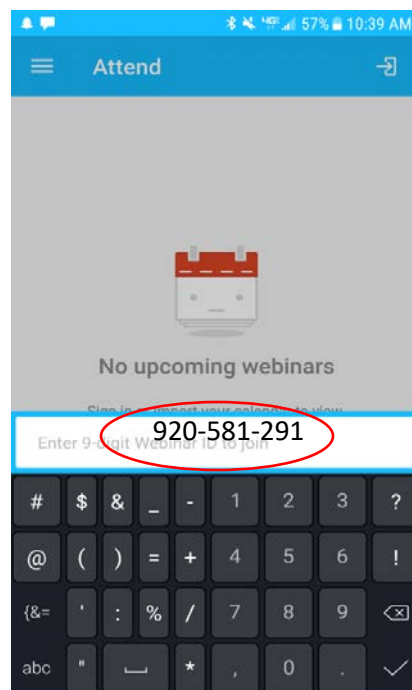
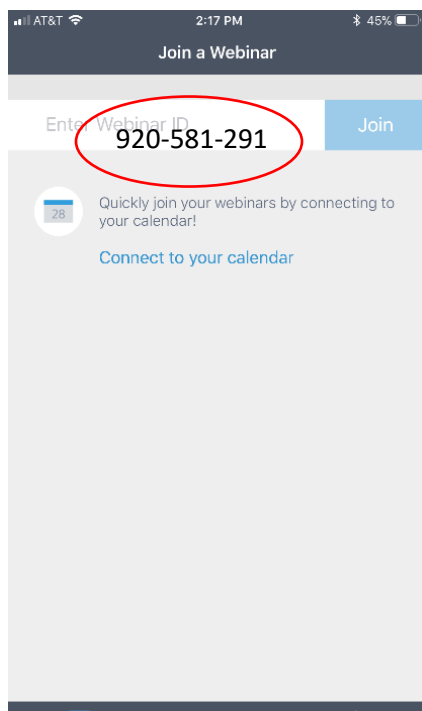


Apple Device

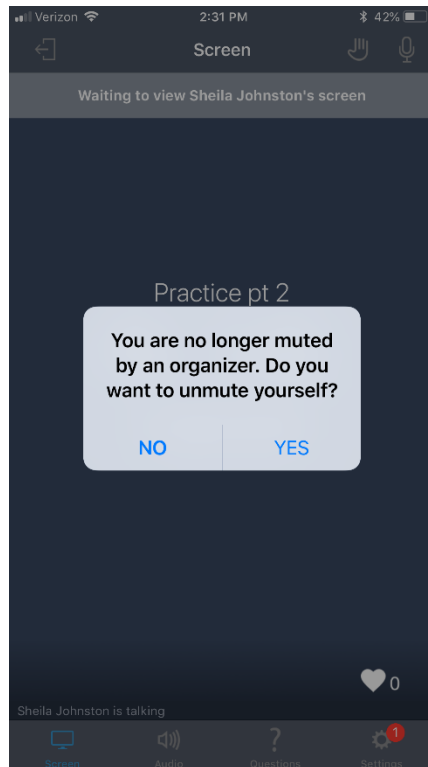


Android Device

b. Input the “webinar ID”



- c. When joining the webinar, users will automatically be muted. The organizer will provide users the option to unmute. Please select “Yes” to be granted audio access.



Users now have complete access to the webinar! The screen on your mobile device will display the presenter’s screen during the webinar. For an example of a presenter’s screen, see page 4.

FEATURE LEGEND:

1.  When this icon is **blue**, your hand is raised. A meeting organizer will call on you to make a comment.
2.  When the microphone icon is gray you are muted. When it's **blue** we can hear you!
3.  Have a question? Tap this icon and type your question. If you do not receive a response verbally, look for a banner to appear with the answer. If the banner disappears before you get a chance to review it, click the question mark again to review the response.
4.  This is the chat icon. Select and type your comments or send a message privately to a webinar participant. You will receive a red notification signaling a response or new message.
5.  This is the audio function. This is preset and will not be utilized during the broadcast.
6.  When you are ready to exit the webinar, select this icon to do so.

