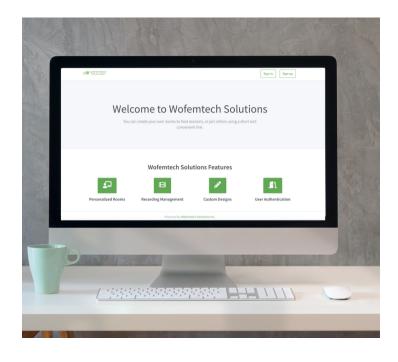


JOIN A VIRTUAL MEETING USING

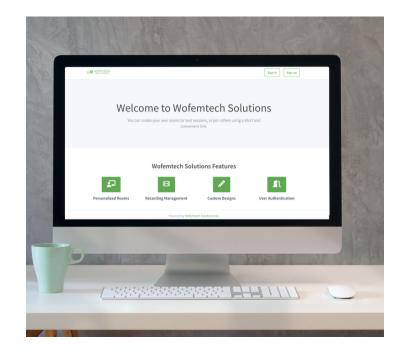
WOFEMTECH SOLUTIONS





CHECK THE FOLLOWING

- 1. Ensure your internet connection is strong.
- 2. Ensure that your audio/headset mic work.
- 3. Enable browser access to webcam and audio connection on your mobile, tablet or computer.
- 4. Ensure you are in a quiet room and a room with good light for video meetings.
- 5. Test audio prior to the start of the meeting or virtual event.



HOW TO JOIN A MEETING

FOR ATTENDEES

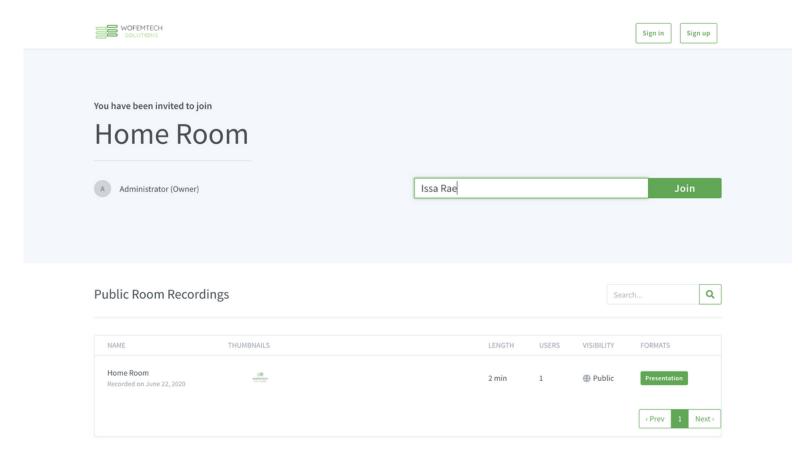
- 1. Click meeting room link.
- 2. Enter access code (if applicable).
- 3. Enter name in "name" box.
- 4. Select mic (when available) or listen only.
- 5. Do echo test. Speak into speakers or headsets.
- 6. Enter meeting.

ENTER ACCESS CODE - WOFEMTECH



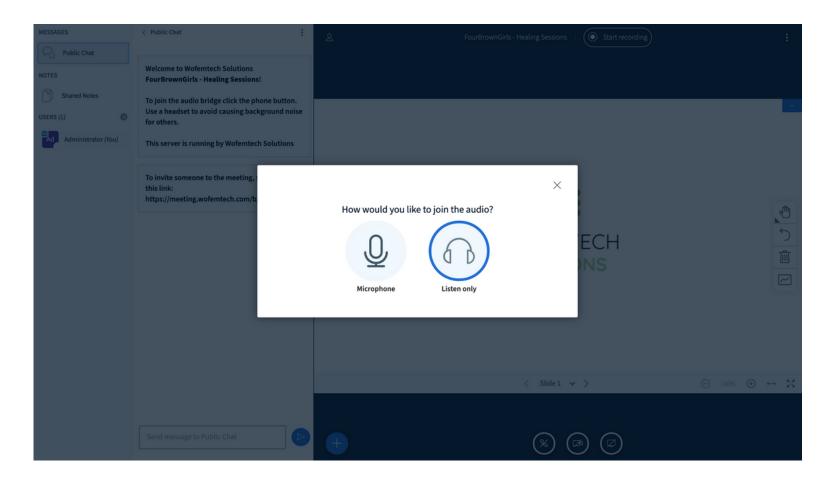


MEETING ROOM LINK - WOFEMTECH



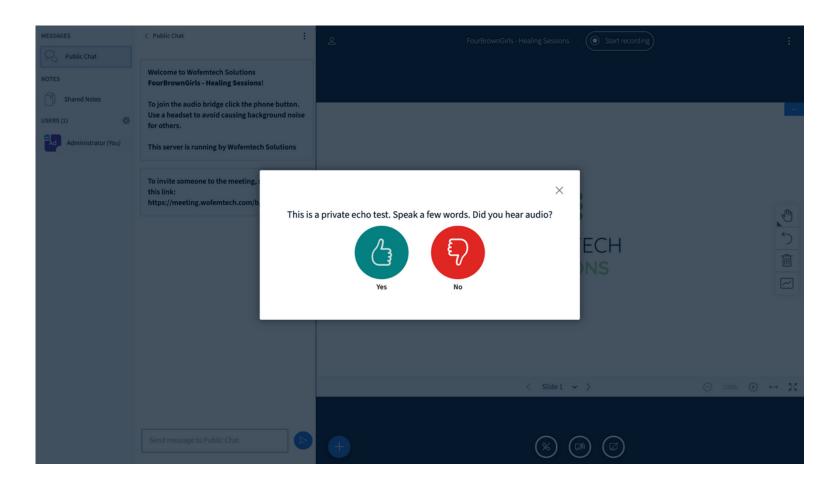


SELECT AUDIO OPTION - WOFEMTECH



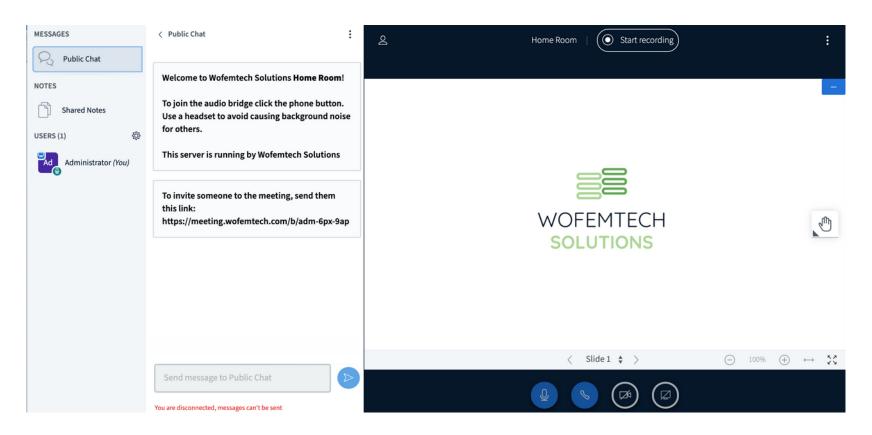


TEST AUDIO WITH ECHO TEST - WOFEMTECH





ENTER MEETING ROOM - WOFEMTECH





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