



Lsect

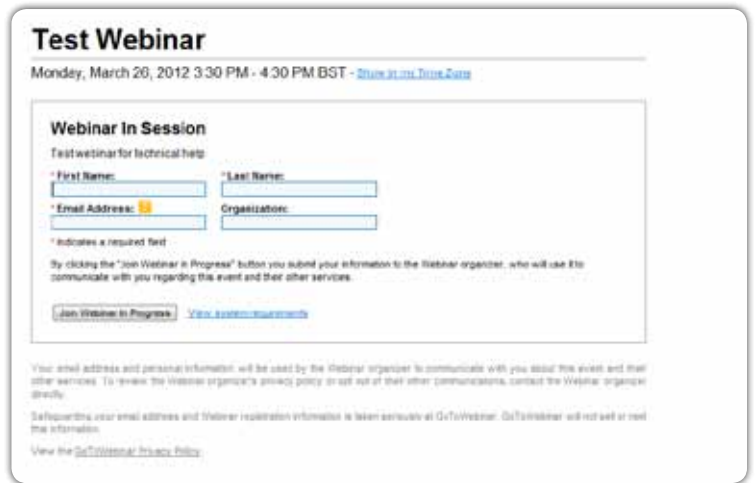
Webinar Guide

How to use GoToWebinar to attend Lsect webinar events



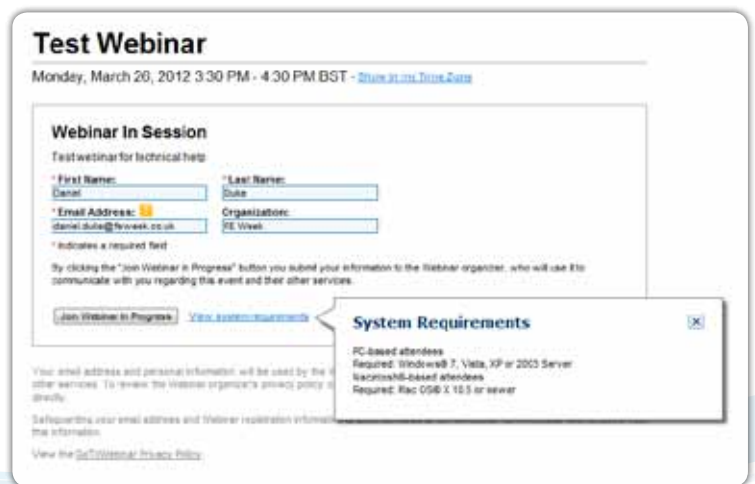
Step 1

Click on the link in your welcome email. You should be taken to a page that looks like this one (maybe with a bit more branding on it!) You'll see a form to fill in with your name, email address and organisation.



Step 2

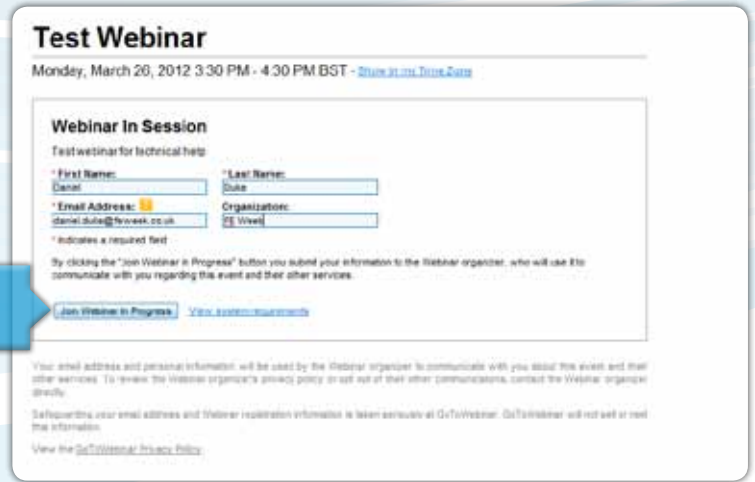
Fill in your details. If you wish to check whether your computer is compatible with the GoToWebinar software then click the 'view system requirements' link. A pop up (like the one on the right) should appear with all the information you need.



Step 3

Once you've done this click the 'Join Webinar in Progress' button.

Click here



Step 4

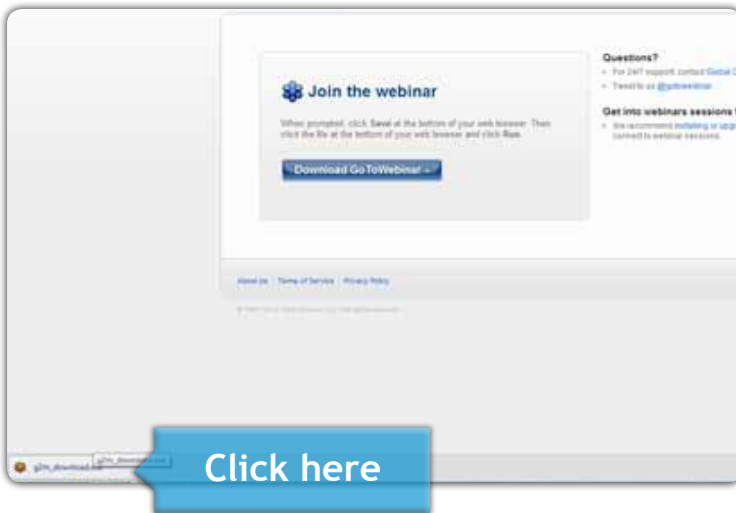
A page should appear asking you to 'Download GoToWebinar'. Click the big blue button to start the download.

IMPORTANT: GoToWebinar should not harm your computer or network. If you are worried about the software damaging your or your company's property then please speak to your IT department



Step 5

The file should appear at the bottom of your browser. Click on it to open it.



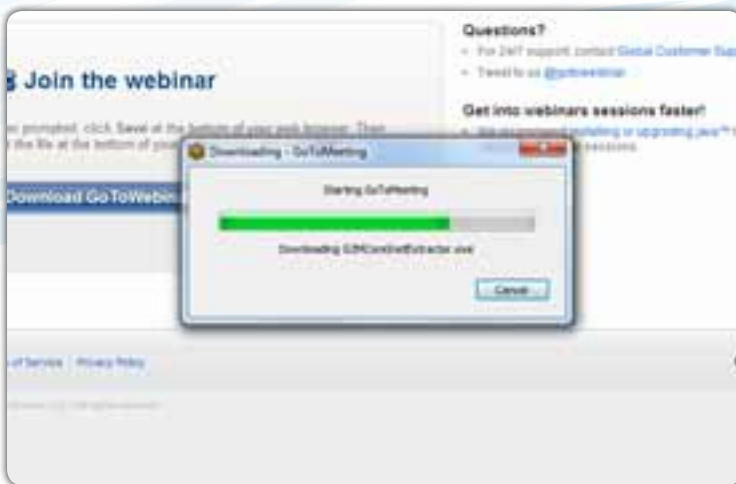
Step 6

A dialogue box should appear asking if you want to run/open the file. Make sure to click 'Run' to start installing the software.




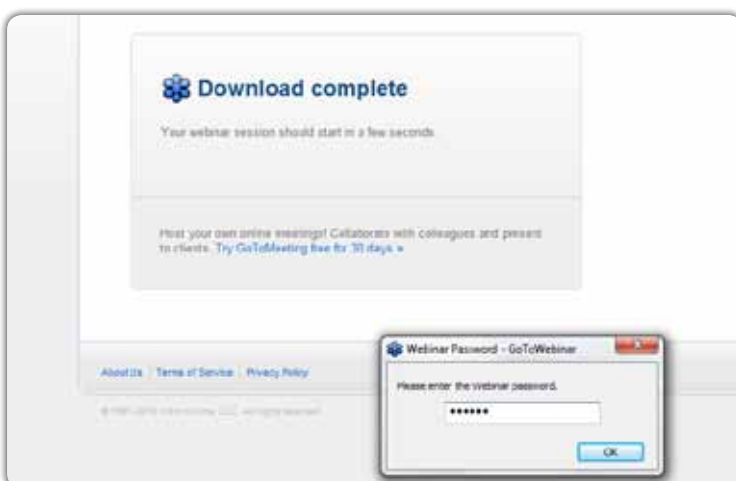
Step 7

The software should then install and you should see a progress bar on screen. All you have to do is wait.



Step 8

You should now see a 'Download complete' message and the software should have started (shown by this icon:  in your tool bar). You will be prompted to enter a password. You should have received this in your welcome email. Enter the password and your webinar should start straight away. Enjoy!



Still need help?

If you're still struggling with installing the software or having technical issues, including firewall or compatibility issues please speak to your IT department.

If you need to get in touch to try a test webinar to check if your equipment is working or for more information please

**email: tashanna.egbochue@lsect.com
or call: 0203 6275359**

