



Go To Webinar Instructions for Public Attendees

1. Register online at the link below. You will need to register using your first and last name, and email address: <https://attendee.gotowebinar.com/register/6116807895695719692>
2. You will receive a confirmation email from Mark Olson / GoToWebinar (customercare@gotowebinar.com), which will have your access information.
 - **Please do not share this information with anyone; this is an access code that can only be used by one user.**
 - You will also receive a reminder email one day prior to the meeting with your access information (see sample email on page 2).
3. You can join the webinar by computer or smartphone.
 - If joining by computer, click the link in the invitation email. You will be prompted to run the GoToWebinar application.
 - If using a smartphone, you can also download the GoToWebinar app in advance, and join the meeting using the webinar ID, provided in the email invitation.
 - [iPhone GoToWebinar app download link](#)
 - [Android GoToWebinar app download link](#)
 - If joining by telephone only, dial the number provided in the confirmation and reminder emails, and enter your unique access code when prompted. You will have access to the meeting audio in listen-only mode.

Note re: Public Comments

As a reminder, MTS requests for all public comments to be submitted to the Clerk of the Committee. All public comments received by 4:00 p.m. PST on Tuesday, October 13th will be recorded in the public record and will be provided to MTS TAC Members in advance of the meeting. Please email your public comments to Jamila.Larkins@sdmts.com.

Sample Email Confirmation:

How to Join the Webinar

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: SAMPLE

Access Code:

Audio PIN: Shown after joining the webinar

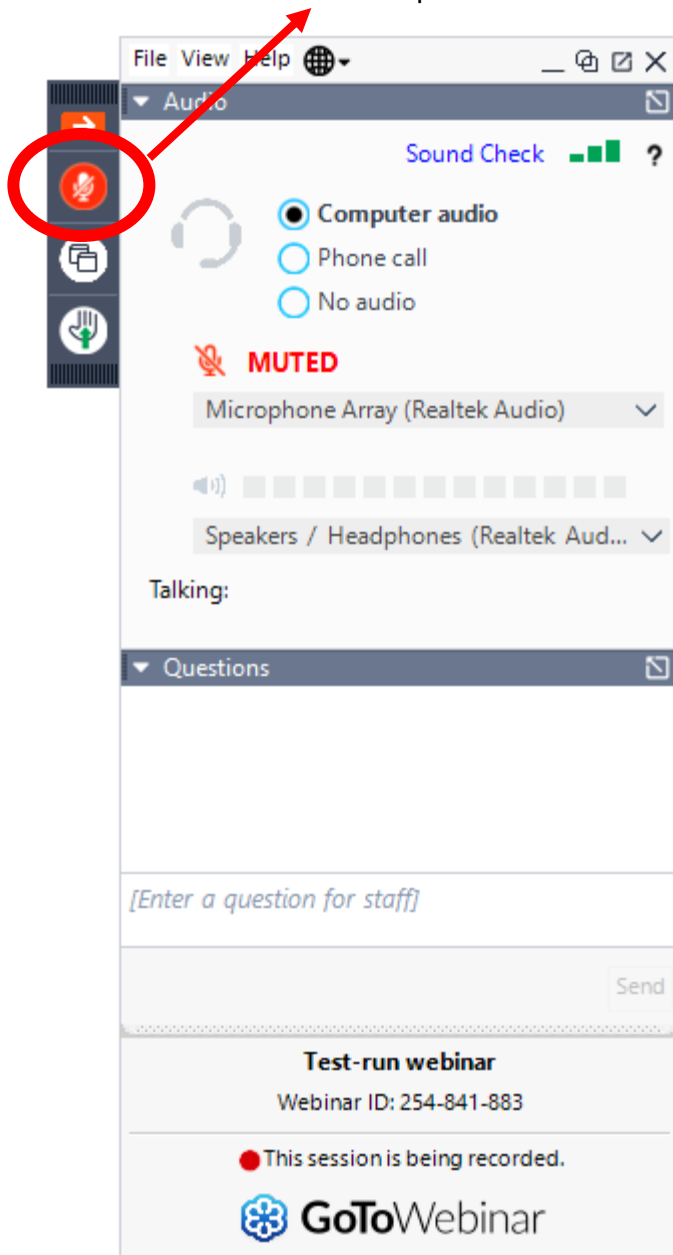
Webinar ID: SAMPLE

To Cancel this Registration

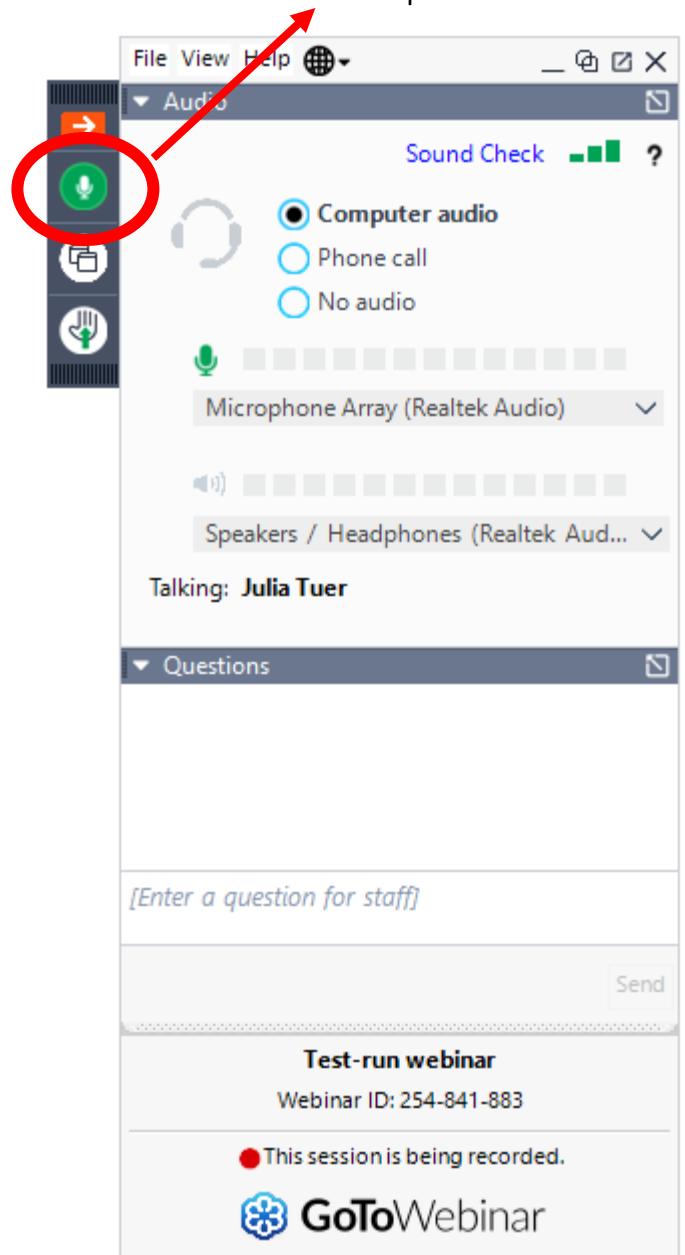
If you can't attend this webinar, you may [cancel your registration](#) at any time.

MUTE/UNMUTE FUNCTIONS:

Microphone is muted

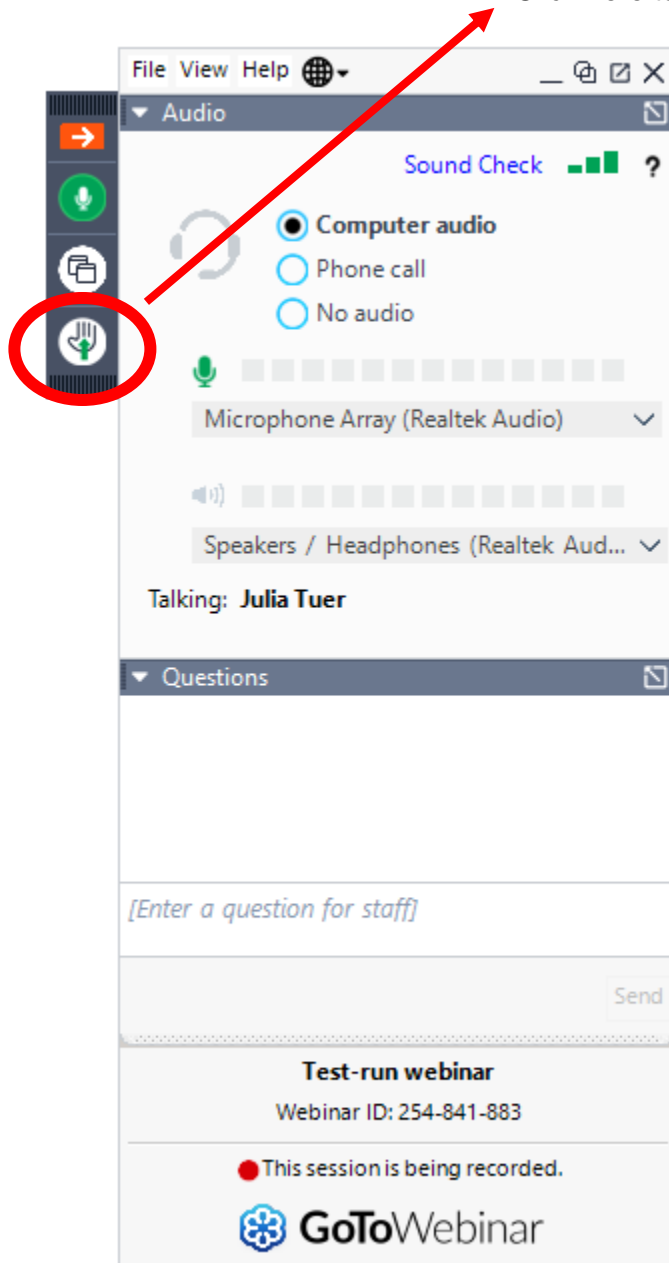


Microphone is unmuted



RAISE HAND FUNCTION:

Click here to raise hand



ASK A QUESTION (TO MTS STAFF):

The screenshot shows the GoToWebinar interface. At the top, there is a menu bar with 'File', 'View', and 'Help'. Below the menu bar is a sidebar with icons for audio, chat, and other functions. The main area is divided into sections. The 'Audio' section is at the top, showing 'Sound Check' with a green bar and a question mark. Below this are three radio buttons: 'Computer audio' (selected), 'Phone call', and 'No audio'. There are also volume sliders for the microphone and speakers. The 'Microphone Array (Realtek Audio)' and 'Speakers / Headphones (Realtek Aud...)' are listed. Below the audio section, it says 'Talking: Julia Tuer'. The 'Questions' section is highlighted with a red box. It has a title bar 'Questions' and a large text input area. Below the input area is a placeholder text '[Enter a question for staff]'. At the bottom right of the input area is a 'Send' button. Below the questions section, there is a section for 'Test-run webinar' with 'Webinar ID: 254-841-883'. At the bottom, there is a red dot icon and the text 'This session is being recorded.' followed by the 'GoToWebinar' logo.

Type questions/comments
to staff here