

Participating in Webinar as an Attendee

Overview

If you are registering or joining a Webinar and haven't received an email invitation as a Panelist, you are an Attendee in the webinar. As an Attendee, you may be able to raise your hand, submit questions in Q&A, and send messages in Chat.

Prerequisites

Zoom Desktop Client or Mobile App

Joining a webinar by invitation link

To join the webinar, click the link that the host provided you or that you received in the confirmation page after you registered. If the host sent a registration confirmation email, the link can also be found there.

Hi Eren Yaeger,

Thank you for registering for "My Webinar".

Please submit any questions to: kevin.hoang@zoom.us

Date Time: Sep 11, 2018 10:00 AM Pacific Time (US and Canada)

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. [https://success.zoom.us](https://success.zoom.us/j/319833382?tk=QmVju44sn4BvDesYH_a1KqAOLurYUwnlYSSs8gtpOk.DQEAAAAAExBFjhZyTkd0ZUxYcFRfS2Q3UUVIMZ1VOMEdnAA)

[/w/319833382?tk=QmVju44sn4BvDesYH_a1KqAOLurYUwnlYSSs8gtpOk.DQEAAAAAExBFjhZyTkd0ZUxYcFRfS2Q3UUVIMZ1VOMEdnAA](https://success.zoom.us/j/319833382?tk=QmVju44sn4BvDesYH_a1KqAOLurYUwnlYSSs8gtpOk.DQEAAAAAExBFjhZyTkd0ZUxYcFRfS2Q3UUVIMZ1VOMEdnAA)

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

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Or iPhone one-tap :

US: +16468769923,,319833382# or +16699006833,,319833382#

Or Telephone:


Dial (for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 669 900 6833 or +1 877 369 0926 (Toll Free) or +1 877 853 5247 (Toll Free)

Webinar ID: 319 833 382

International numbers available: <https://zoom.us/j/319833382>

Webinar Registration Approved

Topic	My Webinar
Time	Sep 11, 2018 10:00 AM in Pacific Time (US and Canada)  Add to calendar ▾
Webinar ID	319-833-382



To Join the Webinar

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. [https://success.zoom.us](https://success.zoom.us/j/319833382?tk=QmVju44sn4BvDesYH_a1KqAOLurYUwnlYSSs8gtpOk.DQEAAAAAExBFjhZyTkd0ZUxYcFRfS2Q3UUVIMZ1VOMEdnAA)

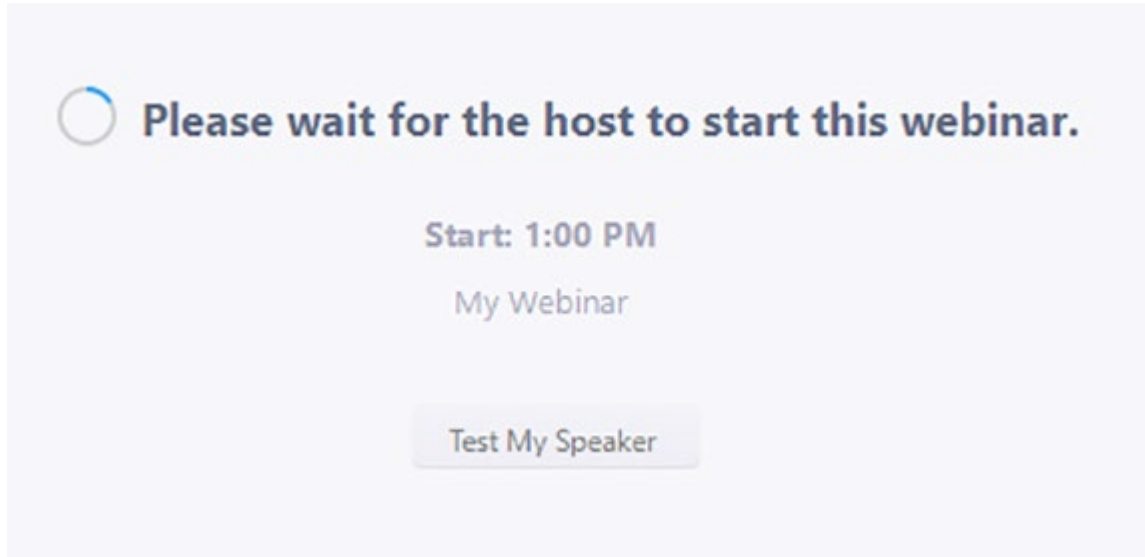
[/w/319833382?tk=QmVju44sn4BvDesYH_a1KqAOLurYUwnlYSSs8gtpOk.DQEAAAAAExBFjhZyTkd0ZUxYcFRfS2Q3UUVIMZ1VOMEdnAA](https://success.zoom.us/j/319833382?tk=QmVju44sn4BvDesYH_a1KqAOLurYUwnlYSSs8gtpOk.DQEAAAAAExBFjhZyTkd0ZUxYcFRfS2Q3UUVIMZ1VOMEdnAA)

Participating in Webinar as an Attendee

Manually joining a webinar

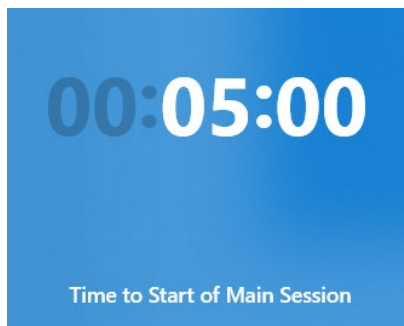
1. Locate the Webinar ID from your registration email (see above examples). It may appear at the end of the phone dial-in information, or it will be in the join link, just after <https://zoom.us/w/>
2. Sign in to the Zoom Desktop Client or Mobile App.
3. Click or tap Join a Meeting.
4. Enter the webinar ID, and click Join or tap Join Meeting.
5. If prompted, enter your name and email address, then click Join Webinar or tap Join

Waiting for the host to start the webinar

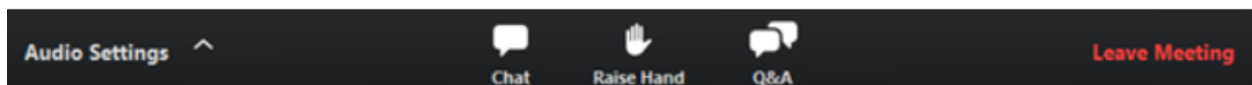


If you receive a message showing the date and time of the webinar, check the date and start time of the webinar. Make sure to join when the webinar starts.

The BFET Forum will allow Attendees into a Session 5 minutes early. You won't hear any sound. There will only be a countdown clock like this stating **Time to Start of [Session Name]**:



Webinar controls for Windows or a Mac



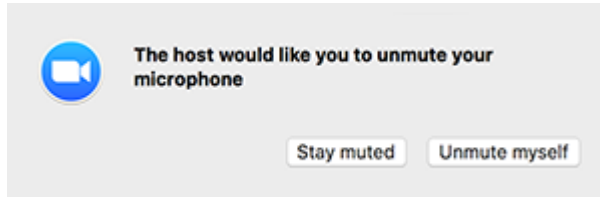
Participating in Webinar as an Attendee

Audio Settings

The Audio Settings are only visible if the host has granted you permission to talk. To change your audio settings you can also click the upward arrow (^) next to change your which speaker your sound is coming from. Generally you won't need to adjust audio settings as you will be muted.

Unmute / Mute

If the host gives you permission, you can unmute and talk during the webinar. All participants will be able to hear you. If the host allows you to talk, you will receive a notification.



Note: You can still access the audio settings by click on the ^ arrow next to the Unmute/Mute button.

Generally, you won't be unmuted.

Chat

Open webinar chat, allowing you to send chat messages to the host, panelists, and attendees (if permitted).

Raise Hand

Raise your hand in the webinar to engage in an activity from the Presenter (if the option is turned on). The Presenter will instruct you on how they plan to use this for each Session you attend.

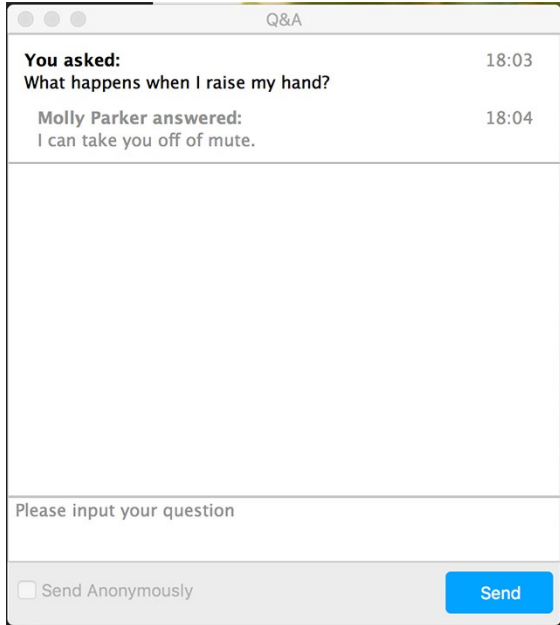
Question & Answer

Questions will go in the Q&A function. Questions will be answered by a Moderator, Presenter or ESD or College Technical Troubleshooters. They will reply back to you in the Q&A window. They may reply privately so no one else can see the conversation or they may reply publicly. Presenters may reply live out loud in a Session.

To ask a question

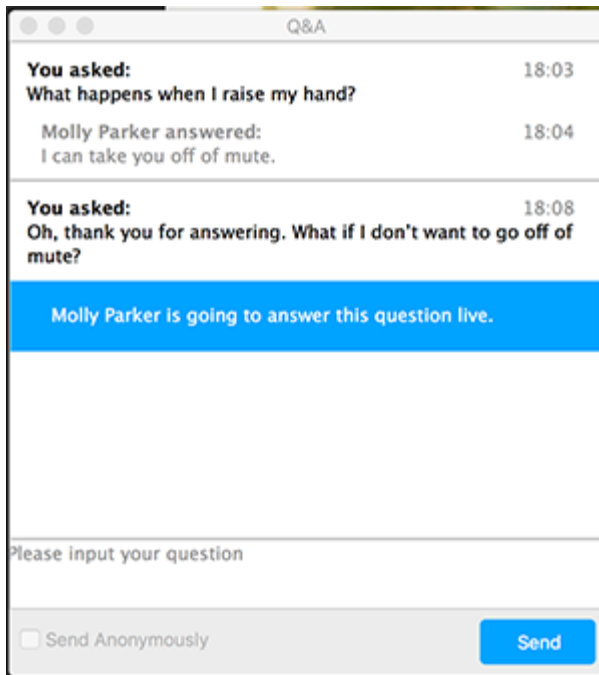
Type your question into the Q&A box. Click **Send**.

Participating in Webinar as an Attendee



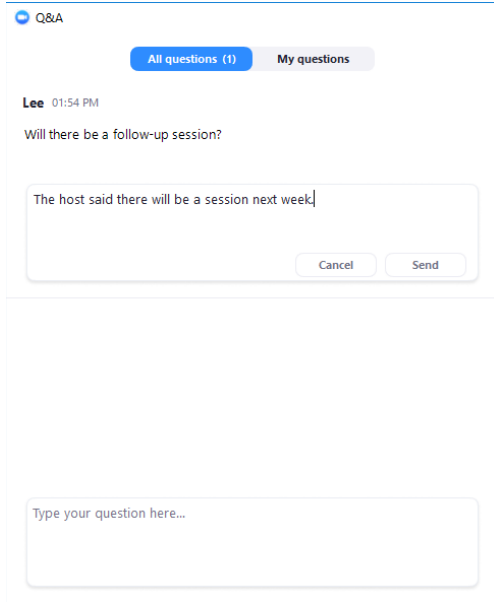
If the host replies via the Q&A, you will see a reply in the Q&A window.

The Presenters can also answer your question live (out loud). You will see a notification in the Q&A window if the Presenter plans to do this. They can also answer questions publicly or privately.



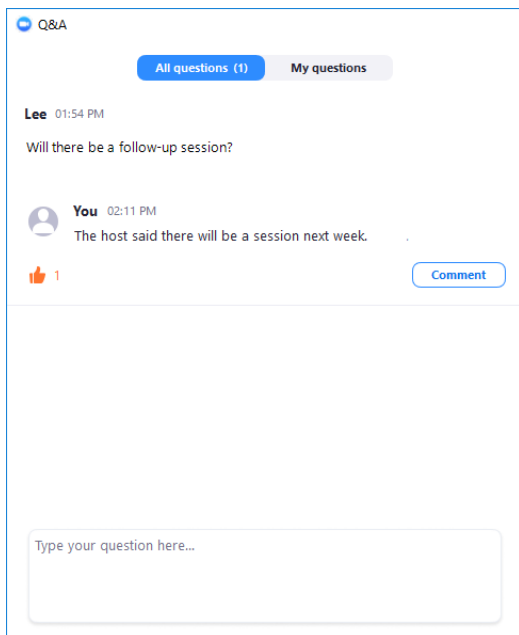
1. Click Comment to write a reply to an existing question.

Participating in Webinar as an Attendee



2. Type your comment and click **Send**.

Your comment will appear beneath the question.



Polls

If a Presenter wants to present a Poll to you during a Session it will pop up on your screen for you to answer. Answers will be anonymous unless otherwise stated

Participating in Webinar as an Attendee

Survey

At the end of a Session a pop-up might appear asking for you to take a quick survey on the Presenter's performance. This information is being requested by the Presenter of the Session. Please fill it out if you have time. All answers are anonymous.

Leave meeting

Click Leave meeting to leave the webinar at any time. If you leave, you can rejoin if the webinar is still in progress.

In order to view the Controls on the Mobile App please see this link:

[Joining and participating in a webinar \(attendee\) – Zoom Help Center](#)