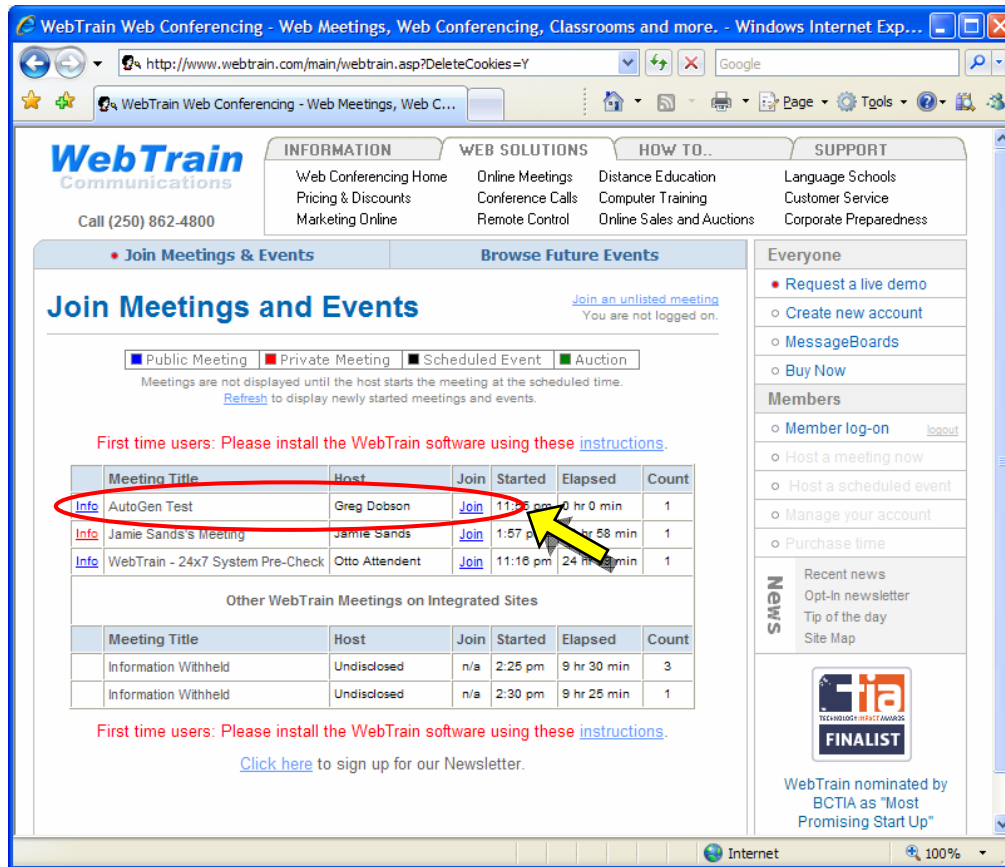
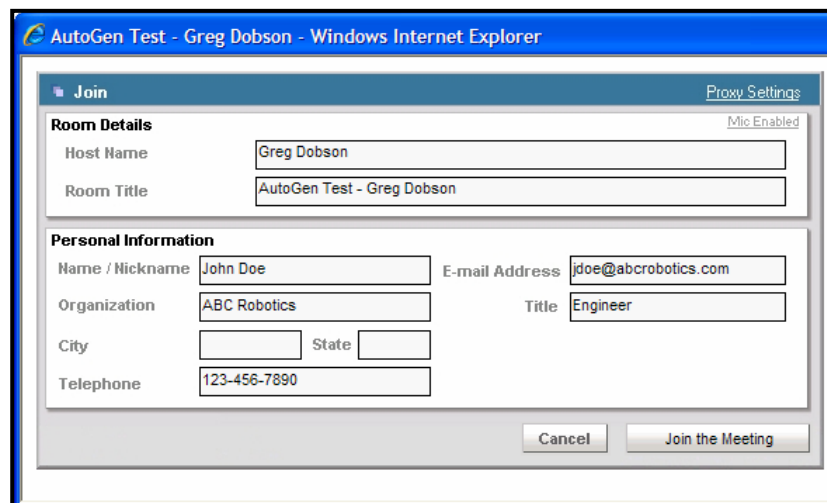


On the day of the web cast, go to [www.webtrain.com](http://www.webtrain.com). If you have not previously installed the WebTrain software, then follow the steps in the “*UNO Web Train – Installation Instructions.pdf*” document or the online documentation from Web Train’s website.

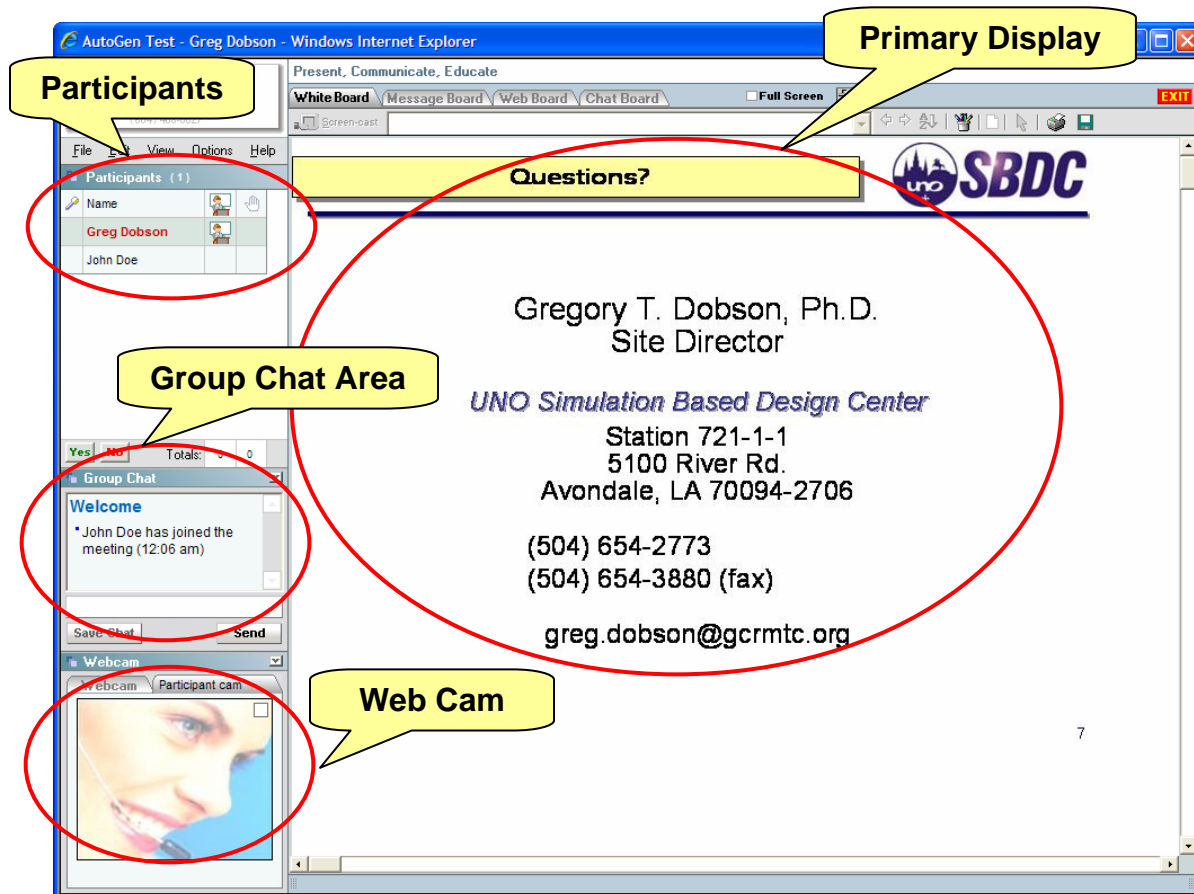
To join the web cast, look for the meeting with AutoGen in the “*Meeting Title*” field and click on the “*Join*” link.



After clicking “*Join*”, the following window will open to enter your information. Please enter your: *Name, Organization, Phone Number, and Email Address.*



After you join the meeting, the following screen will open. This is the primary interface for viewing the AutoGen Web Cast.



**Primary Display:** This is the window that will display the PowerPoint presentations used during the Web Cast.

**Participants:** List of the people who have joined the meeting.

**Group Chat Area:** Area where you can post questions to the AutoGen team for us to answer during the Web Cast.

**Web Cam:** Displays the web cam image of the AutoGen presenter.

The primary method for participants to “interact” with the AutoGen presenters is to enter questions or comments into the “**Group Chat**” area. The upper area of the “**Group Chat**” area displays the previously entered questions/comments from all participants. To enter your own questions, type the question in the white text box and hit “**Send**” to submit the question.

