



INSTRUCTIONS FOR PARTICIPANTS

(FOR INSPIRE / FREE WEBINARS)

Step 1: Receiving the zoom meeting link

Once the registration form is filled, you will receive a confirmation email with a link to the meeting. This email will be sent to your registered email address. If you do not receive this email within a couple of minutes please check your spam folder. If the email is in your spam folder please make sure to click on “not spam”.

Step 2: Initiating the webinar / Joining Webinar

On your personal computer:

Click on the webinar link, this will open a new window with Zoom website, this is our video platform. Please download the zoom launcher and install it on your personal computer.

Please watch this [video](#) if you need help with downloading the Zoom software.

On your Smart Phone:

Download the Zoom app on your smart phone and log in to the application. Then, click on the link given to you via the original email and you will be able to join the meeting.

Step 3:

For best audio experience please turn off your microphone on joining the webinar.

Kindly note:

1. Check your internet connection before entering the webinar
2. Good internet speed is required for best experience of a webinar
3. Log in to the webinar using the same user name as entered by you during registration.
4. There are limited seats so don't delay in registering.
5. The webinar is free , however prior Registration is mandatory.