

**Instructions for participating in the MI Travel Counts III and SEMCOG Travel Counts
2015 Pre-proposal webinar May 6, 2014, 1:00pm -3:00pm EDT**

Meeting Name: MI Travel Counts III Pre-Proposal Meeting 5-6-14

When: 05/06/2014 1:00 PM – 3:00 PM

Time Zone: (GMT-05:00) Eastern Time (US and Canada)

To join the meeting click the following link:

<http://michigandot.adobeconnect.com/r4xa5vtfdj/>

Instructions for participating in this webinar:

1. 15 minutes prior to the start of this webinar, select the URL listed above (located under “To Join the meeting”
2. On the Adobe sign-in page, select enter as a Guest option. (Please do not choose Adobe login ID; those are not given out by PES).
3. Type the name of the ORGANIZATION that you represent in the name field, and then select the button that reads “Enter Room”. (Once you are in the webinar we will ask that you type in your FIRST & LAST name in the chat box area so that we have a record of who attended.)



The image shows a screenshot of the Adobe Connect interface for joining a meeting as a guest. At the top, there is a radio button labeled "Enter as a Guest" which is selected. Below this, there is a text input field labeled "Name" with a light gray border. Underneath the name field is a button labeled "Enter Room".

4. There are 2 ways to access the audio portion of the webinar.
 - a. You can call one of the conference numbers below using a telephone and key in the participant code when prompted to join as a conference call.

Conference Number(s):

US: 1-719-234-7800

US: 1-888-850-4523

Participant Code: 774352

- b. To access the audio portion of the webinar by receiving a call from the meeting, type your phone number in the pop-up box that appears and click join. **In the event the pop-up box does not appear or if your phone number is one with an**

extension, you must call into the conference at the number listed above using a telephone. (Adobe Connect Audio is unable to recognize and call back a number that has an extension.)

Join Audio Conference

This meeting's audio conference was successfully started.
How would you like to join the meeting's audio conference?

Dial-out [Receive a call from the meeting]

15172413210
(+ Country code - Area/city code - Number E.g. +1-415-555-1234)

Dial-in to the Audio Conference via Phone

Using Computer

Type the phone number where you are here then click join

Join Cancel

If you have never attended an Adobe Connect meeting before please test your connection (using the "Test your connection:" link below) at least a day beforehand to avoid surprises on the day of the session.

Test your connection:

http://michigandot.adobeconnect.com/common/help/en/support/meeting_test.htm

Get a quick overview: <http://www.adobe.com/products/adobeconnect.html>

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