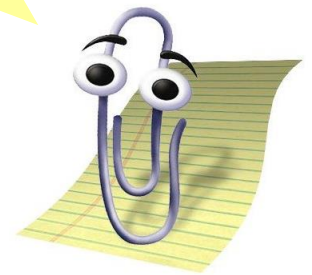


ACCESS FOR ALL ADVISORY COMMITTEE (AFA)

Virtual Meeting Guidelines

June 2, 2020

It looks like you need help.



Meeting Information

- **Meeting Link:**
<https://mwcog.webex.com/mwcog/j.php?MTID=m8ed2870bb4ceb72b7a87301fde04f353>
- **Meeting Call-In:** (202) 860-2110
- **Meeting Number:** 161 003 5870
- **Passcode (if prompted):** region forward



Before the Meeting

- Make sure you are familiar with and can use the WebEx system. If you plan to call in, make sure you have a set-up that will work. Ask any technical questions in advance.



During the Meeting

- 1. Find a quiet place.** Call in from a quiet location where you will not be disturbed during the meeting.
- 2. Mute your line.** Use the mute function on your phone or in WebEx to mute your line when you are not speaking. This helps minimize audio feedback and other disruptions in the meeting room.
- 3. Announce yourself.** If you wish to speak, unmute your line and verbally announce yourself so that the chairman can recognize you.



Please Note

1. Questions will be answered at the completion of the presentations by state where you reside.
2. You can use the chat box to ask questions too, we'll bring them up after the presentation is completed.
3. Webinar is being recorded for future staff use.

