



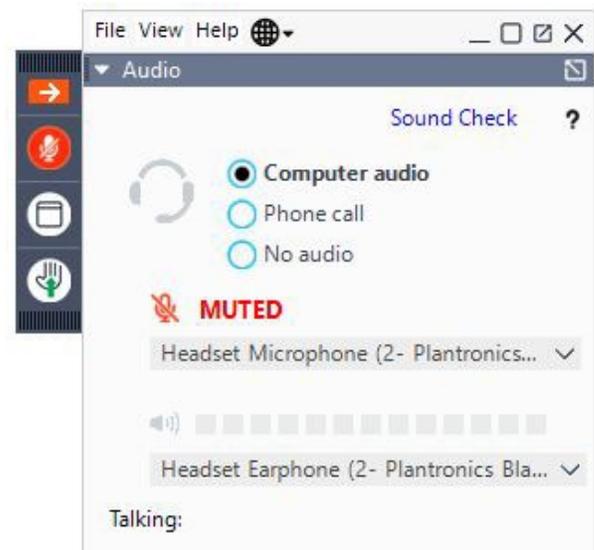
Trails & Travel Management Workshop

Berryessa Snow Mountain National Monument

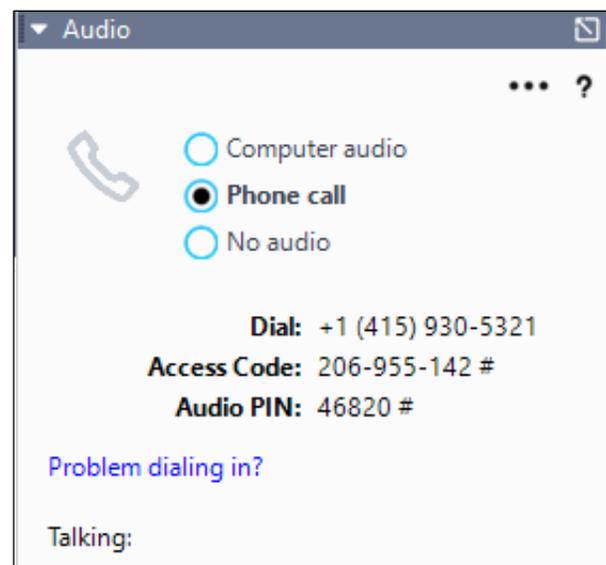
Instructions for Using the GoToWebinar Platform:

Audio Options:

To use your computer's audio: When the webinar begins, you will be connected to audio using your computer's microphone and speakers (i.e., Voice Over Internet Protocol or VoIP). A headset is recommended.

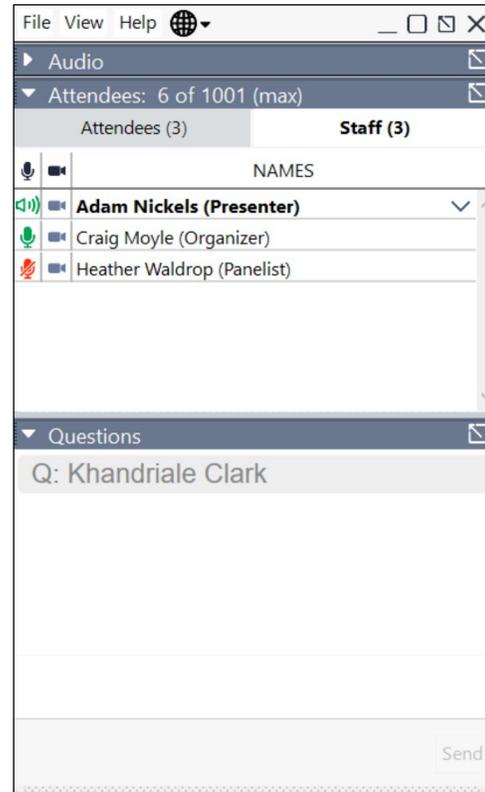


To use your telephone: If you prefer to use your phone, you must select “Use Telephone” after joining the webinar and call in using the number provided in the email confirmation received during registration.



How to Engage:

To use the Questions tab: Open the “Questions” tab in your GoToWebinar dashboard. Type in your requestor your question and click send. We will read and respond to your question in the order received. You may also email questions and comments here if you are calling in from a telephone: blm_ca_bsm_nm@blm.gov



To use Hand Raise and Microphone: Click the picture of the hand with the green arrow to raise your hand. We will see your hand is raised and turn on your microphone setting. After we have turned on your microphone setting, unmute yourself by clicking on the picture of the microphone. The picture will turn green when you are unmuted.



GoToWebinar dashboard summary:

The screenshot displays the GoToWebinar interface with the following sections:

- Audio Panel:** Includes a "Sound Check" link, radio buttons for "Computer audio" (selected), "Phone call", and "No audio". A red "MUTED" indicator is present. Output devices are listed as "Headset Microphone (2- Plantronics...)" and "Headset Earphone (2- Plantronics Bla...)".
- Attendees Panel:** Shows "Attendees: 2 of 501 (max)". The "Attendees (1)" tab is active, displaying a list with "Khandriale Clark (Me)" and a "Muted" icon. A search bar is located below the list.
- Questions Panel:** Features a "Questions" header, a text input field with the placeholder "[Enter a question for staff]", and a "Send" button.
- Footer:** Contains the "Screenshots" section with the text "Webinar ID: 655-105-555" and the "GoToWebinar" logo.