Video-Streaming Instructions

NOTE: These instructions are for video-streaming non-CLE events. WSBA-CLE® is not connected to the below instructions. For questions, please e-mail sections@wsba.org.

1

STEPS TO COMPLETE IN ADVANCE OF THE MEETING.

Please allow sufficient time to complete the below steps.

- ✓ **Download QuickTime**: You MUST download QuickTime in order to participate. http://www.apple.com/quicktime/download/. Click on '**Free Download Now**' in the center of the screen and click '**Save**' from the dialog box. Place the file in a trusted location and wait for the file to download.
  - Once download completes, click '**Run**,' and '**Run**' again for the next box, click '**Next**' on all prompts, and click '**Finish**' on the last screen.
  - You may already have QuickTime, if so – please skip this step.
  - Restart your internet browser. Please use Internet Explorer 7 or 8.

- ✓ Click http://video.wsba.org/. Select '**Watch Webcast**.'
  - If you haven't done so already, download QuickTime.
  - Enter Meeting ID. (in e-mail accompanying this document). Click '**Watch Webcast**.'
  - If you don't have the Streaming Client installed, follow instructions to install the Streaming Client.

2

STEPS TO WATCH WEBCAST

Please complete the below instructions in order to view the presentation

- ✓ Open Internet Explorer and go to, http://video.wsba.org/

- ✓ Click on '**Watch Webcast**' tab and enter the meeting ID.

- ✓ Click **'Watch'** button below the box.
  - You must select '**Watch Webcast**.'

- ✓ Enter the PIN in the next window and then '**OK**' to join the meeting. **PIN and Meeting ID are located in the e-mail accompanying these instructions.**

- ✓ To participate via conference call, please **dial the number in the email accompanying these instructions**. When prompted, enter the participant code. You will be able to hear the presentation without calling-in. This option is only for those who would like to participate during the question and answer session (if applicable).