

BOARD OF NATURAL RESOURCES MEETING WEBINAR INSTRUCTIONS



Please read these instructions all the way through prior to the beginning of the webinar. You are encouraged to join the webinar BEFORE the 9 a.m. start time so that you are connected when the meeting begins. You can register at any time and will be able to access the webinar approximately 30 minutes before the meeting.

If you have documents or written comments you would like to share with Board members, please email them to [Smart Comment](#) prior to the meeting.

THE WEBINAR STARTS AT 9 A.M. ON MARCH 3 There are different options available to join the webinar:

- 1) Call in on a phone line.** If you use this option, you can listen to the meeting; however, you will not be able to provide public comment. You do not need to register to use the phone line option.
- 2) Join the webinar from a Mac, PC, or mobile device.** If you use one of these options, you will register for the webinar and be able to listen to the meeting, see the webinar, and sign up to provide public comment during the meeting. If you wish to provide comments, you must indicate this when you are registering.

**DETAILS FOR HOW TO JOIN THE WEBINAR USING THE VARIOUS
OPTIONS ARE LISTED BELOW:**

To join the webinar directly from a phone line, dial **1-415-655-0052** and use access code **88988171133**. Remember, if you use this phone line option, you will be able to listen to the meeting; however, you will not be able to see the screen or provide comments. Please note: **There is no audio PIN** for the phone line option. When they ask you for the PIN, enter the # sign.

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IMPORTANT! If you join the webinar from a Mac, PC, or mobile device, it is important to exit any programs that might be using the microphone (such as Skype) prior to logging on.
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To register for the webinar from a Mac or PC, go to:

https://dnr-wa-gov.zoom.us/webinar/register/WN_LExcOEoaRgGtNyziqR0pkw

Commented [TK1]: Insert meeting link here. Ralph will email you the link after he creates the meeting. You can also find it in the DNR Webinar account.

Enter your email address.

Then, continue to follow the instructions on the screen.

You will be asked if you plan to LISTEN ONLY, or if you would like to SPEAK during the PUBLIC COMMENTS period(s) during the meeting. If you want to provide public comment, you will need to indicate that you would like to speak. Once you do, your name will go onto a list and you will be able to speak for up to two (2) minutes during the public comment period, with a grace period to ensure your microphone is working properly. When the host calls on you, they will unmute your microphone.

To join the webinar from a mobile device, you will first need to download the free GoToWebinar app.

Once it is installed, it is much like joining from a computer.

<https://dnr-wa-gov.zoom.us/j/88988171133>

Open the app and enter the session ID # **88988171133**

Enter your email address.

Then, continue to follow the instructions on the screen.

You will be asked if you plan to LISTEN ONLY, or if you would like to SPEAK during the PUBLIC COMMENTS period(s) during the meeting. If you want to provide public comment, you will need to indicate that you would like to speak. Once you do, your name will go onto a list and you will be able to speak for up to three (3) minutes during the public comment period, with a grace period to ensure your microphone is working properly. When the host calls on you, they will unmute your microphone.

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IMPORTANT! If you are having trouble logging in, need logistical assistance, or encounter other technical issues during the webinar, please email Ryan Rodruck at ryan.rodruock@dnr.wa.gov.
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FOR MORE INFORMATION OR QUESTIONS:

Please refer to the information and [FAQs](#) available on the Zoom Webinar website.