

Step By Step Guide to Attend online sessions.

A- Signing up:

(Step 1)

Sign-up on www.AttendByVideo.com by clicking here
<http://www.attendbyvideo.com/signup>



(Step 2) Remember the email id and password provided.

(Step 3) Activate your account by clicking the Link that you receive in your email. Please check SPAM Folder if you cannot find the Link in your INBOX.

B - Registering:

(Step 4)

Click <http://www.attendbyvideo.com/topic/show/3Epw70vXbueyprWRuApLq3kLU> to arrive at the list of sessions.

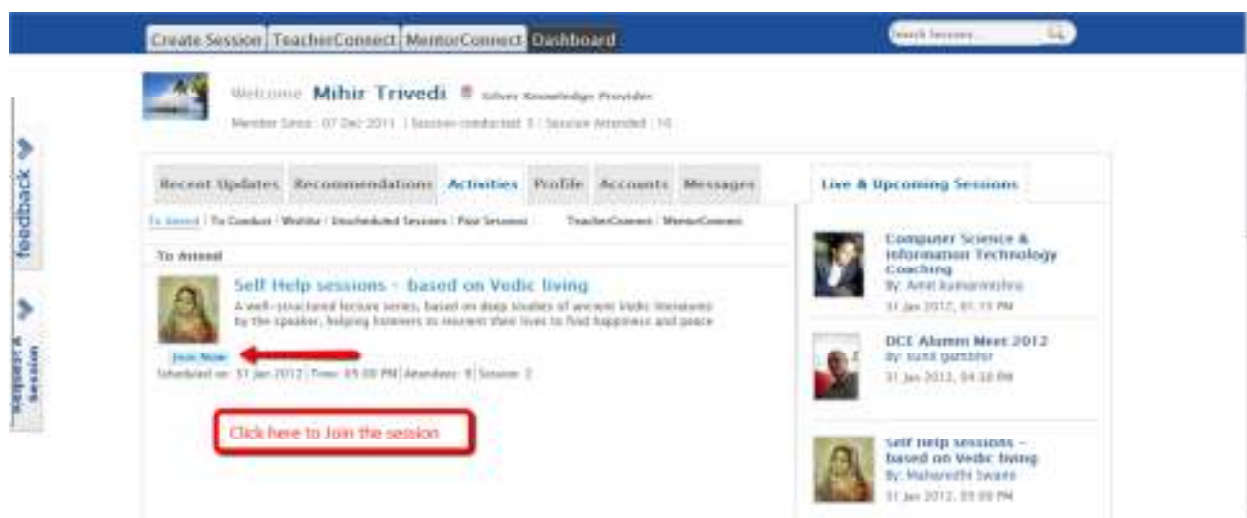
(Step 5) Click Register/ Attend against each session (s) of your choice. Maximum 199 attendees are allowed, hence register now.



(Step 6) You will get a confirmation email (check SPAM folder if you do not receive it) for the session you have registered. Retain this email since it consists of the link to attend this session at the session time.

Attending the Live session:

- 1) Login with your email and password on www.AttendByVideo.com. 15 minutes before the session time.
- 2) Click on the link you have received in the mail from helpdesk@attendbyvideo.com. In case you have not received the mail than click DASHBOARD → ACTIVITIES → TO ATTEND, then click “JOIN NOW” displayed below the picture besides the session title displayed on the left portion of the screen.



- 3) At this point webex plugin will start to download, allow it. Click “always allow” if popup Blocker pops up. Enable “JAVA” if asked for.
- 4) Download might take 5 to 10 minutes. Follow the instructions on the screen.
- 5) The Live session will display on “WEBEX” screen which will come up on your desktop.

For any support click “Live Chat” on top of the page after logging in.