

Joining a Redback Web Conference

Before the Web Conference

Getting organised

It's always a good idea to ensure you are prepared well in advance. To join a web conference you will need...

- A computer with stable internet connection
- Headphones if you plan to listen via VoIP
- A telephone if you plan to listen via teleconference

Technical requirements

The only necessary requirement for you to join the web conference is a recent version of Adobe Flash.

- Adobe Flash Player 11 and up (latest version preferred)
- [Click here](#) to check your version of Flash
- [Click here](#) to update or install Adobe Flash Player

Please [click here](#) for a further description including Browsers and operating systems.

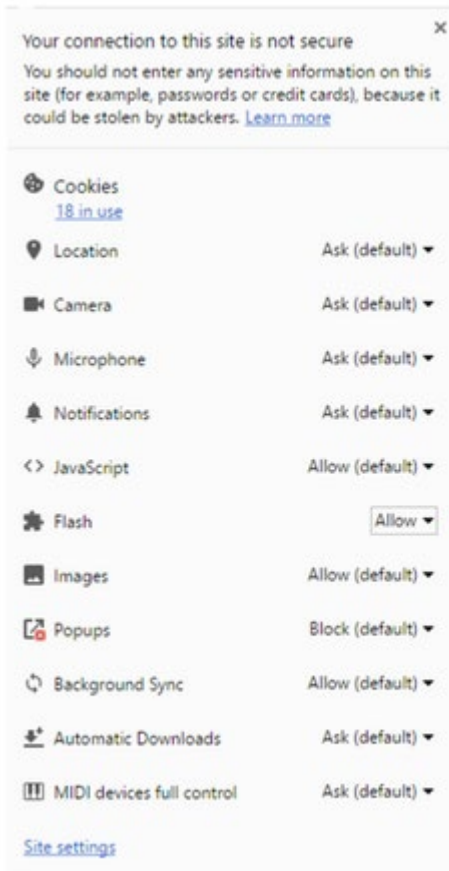
Note: If you are joining using Google Chrome, you will have to enable Adobe Flash manually.

Step 1: Go to the joining link provided by you webinar organiser

Step 2: Click on the **i** icon as shown below



Step 3: Once the below pop up opens, simply click on the drop down box alongside Flash, and select 'Always allow on this site'



Joining the web conference

Simply follow the instructions as provided by the host of your meeting. You should have received details confirming one of two ways to join...







































- The URL www.redbackconferencing.com.au and a participant code
- A specific link to join

Joining from a Mobile or Tablet Device

Simply visit the App Store or Google Play, search for 'Webinato' and then install the Application. Once the free Application has been installed, switch your device off and then turn it back on. You can now access the online conference via your standard browser without the need to open the OmNovia Application again.

To join a web conference, go to www.redbackconferencing.com.au and select 'Join a Web Conference'.

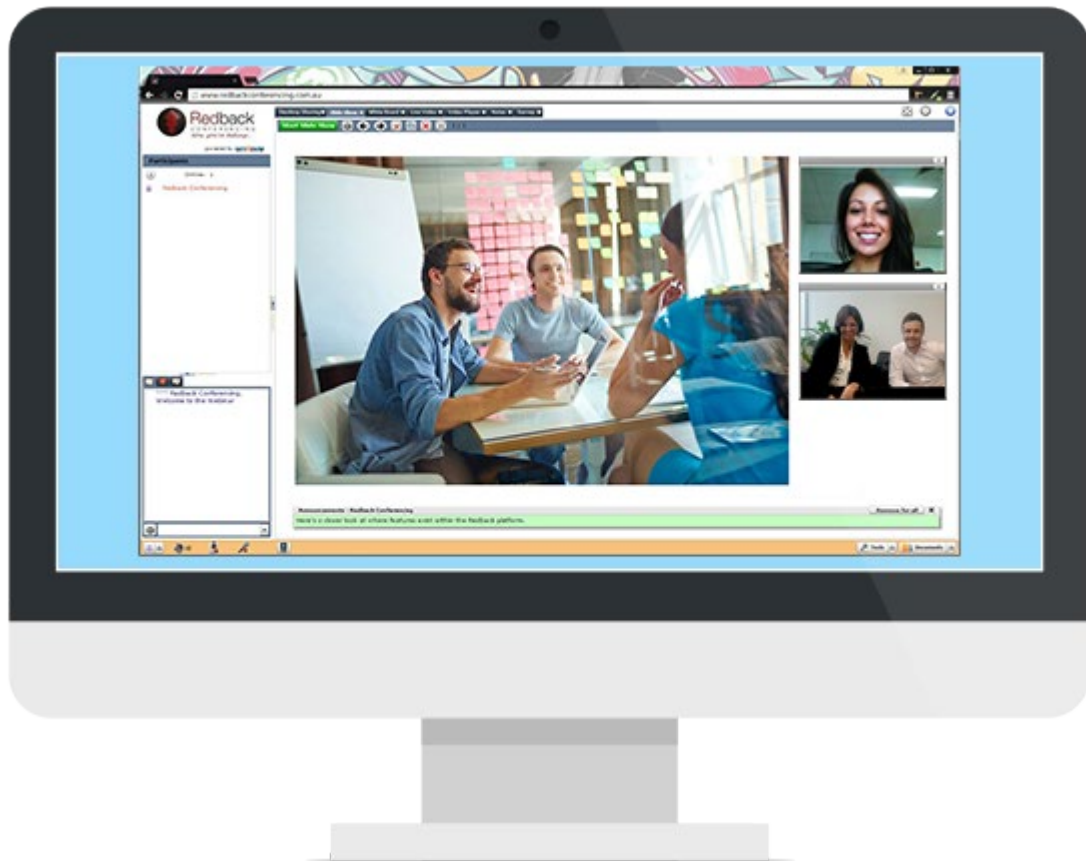
Here is a full list of available features for both IOS and Android devices;

Feature	Android	iOS
Voice / Audio		
Slide Show		
Co-Browser		
Polls		
Q&A		
Whiteboard		
Notes		
Announcements		
eCurtain		
Documents Folder Links		
Collapsible chat and participants panel		
End Marketing URL		
Uploaded Videos in Video Player		
Desktop Sharing		
Single Sign On Support		
Live Video		
Audio Player		
Closed Captioning		
Survey		

During the Web Conference

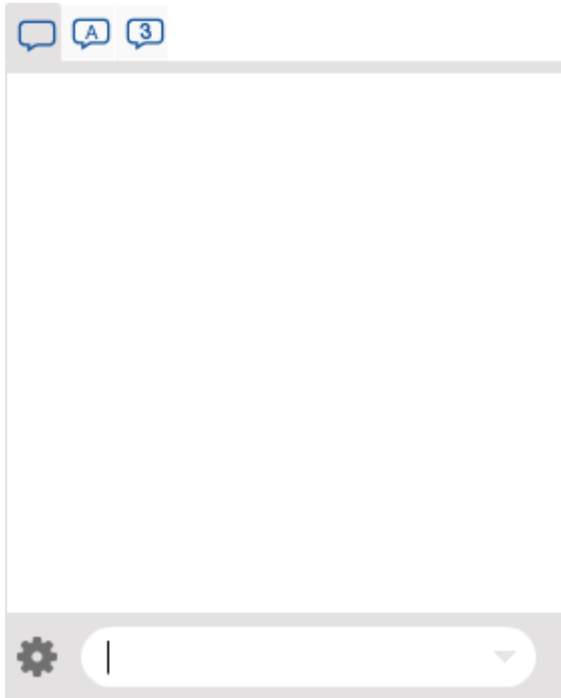
What will it look like?

Once you have successfully joined the web conference you will see a screen similar to the image below.



How can I talk to the presenter or ask questions?

- If your presenter chooses to keep the audio lines open you will be able to verbally communicate with them through the teleconference or microphone
- If your presenter chooses to mute all lines you will be able to communicate with them via the chat box as seen below



Will people be able to see me?

The only way people will be able to see you is if your webcam is activated. For this to occur, the presenter must first grant you permission and you must also allow your webcam to be activated.

Can I make the presentation larger?

Yes, as a participant, you can enlarge the presentation to full screen at any time. Whenever you see the icons below, simply click on them to enlarge. To exit, simply press the esc key on your keypad.

Full Screen: Click this icon to enlarge an entire PowerPoint Presentation

Kiosk Mode: Click on this icon to enlarge the entire web conferencing interface. Please note that chat will not work in this mode.

Support and Assistance

What happens if I need help?

As a participant, you are able to contact the Redback Client Care team at any time for assistance. They can be contacted on the following details...

Phone: 1800 733 416 or 02 8014 5150

Email: info@redbackconferencing.com.au