



RRES & GoToTraining

Webinar FAQ

Open the email with the subject line: "You're Invited"

CONTAINS:

- Link to the webinar course
- Instructions for audio & speaker settings



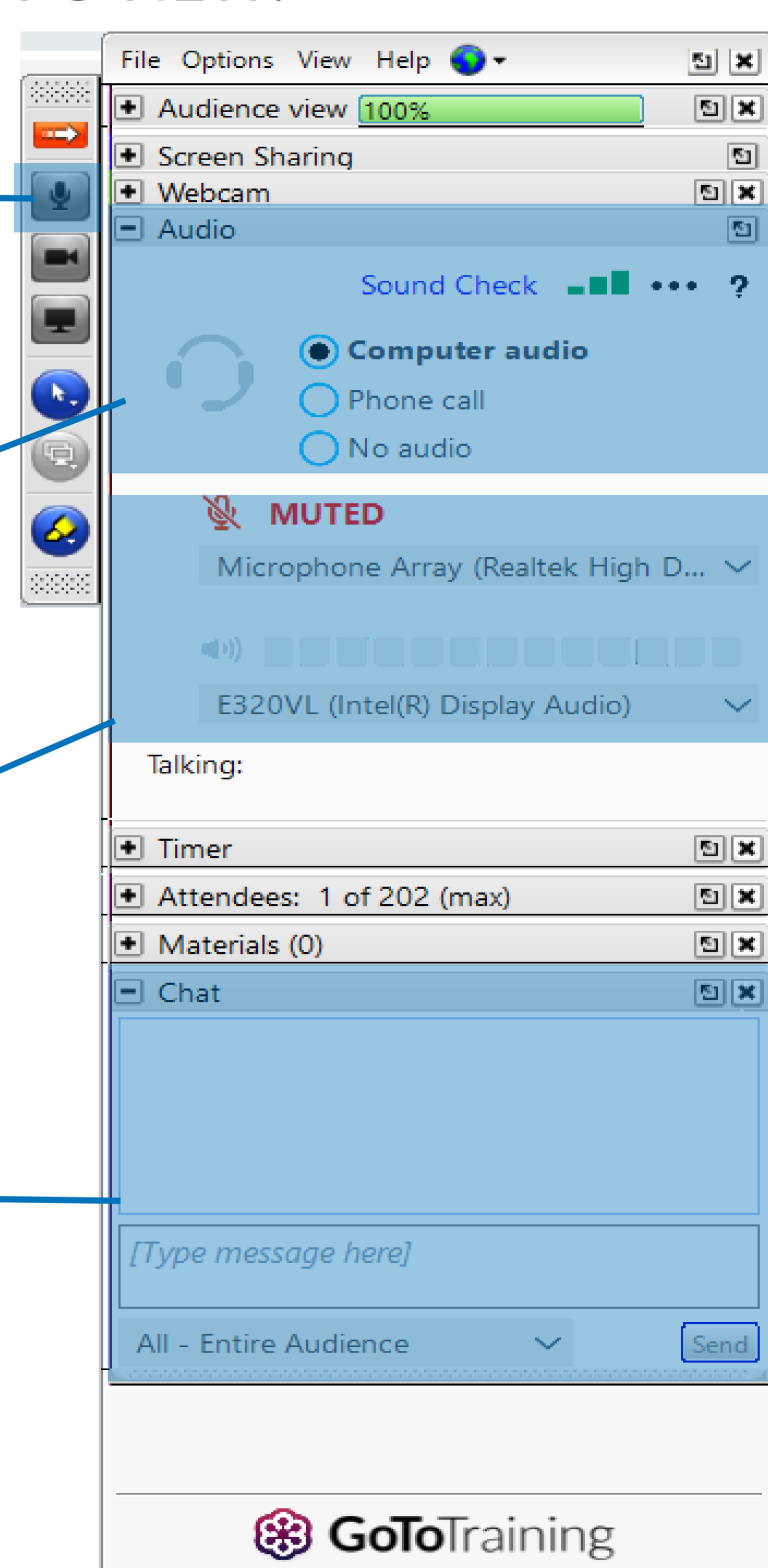
Sign-on at least 10 minutes early.

PRO TIP

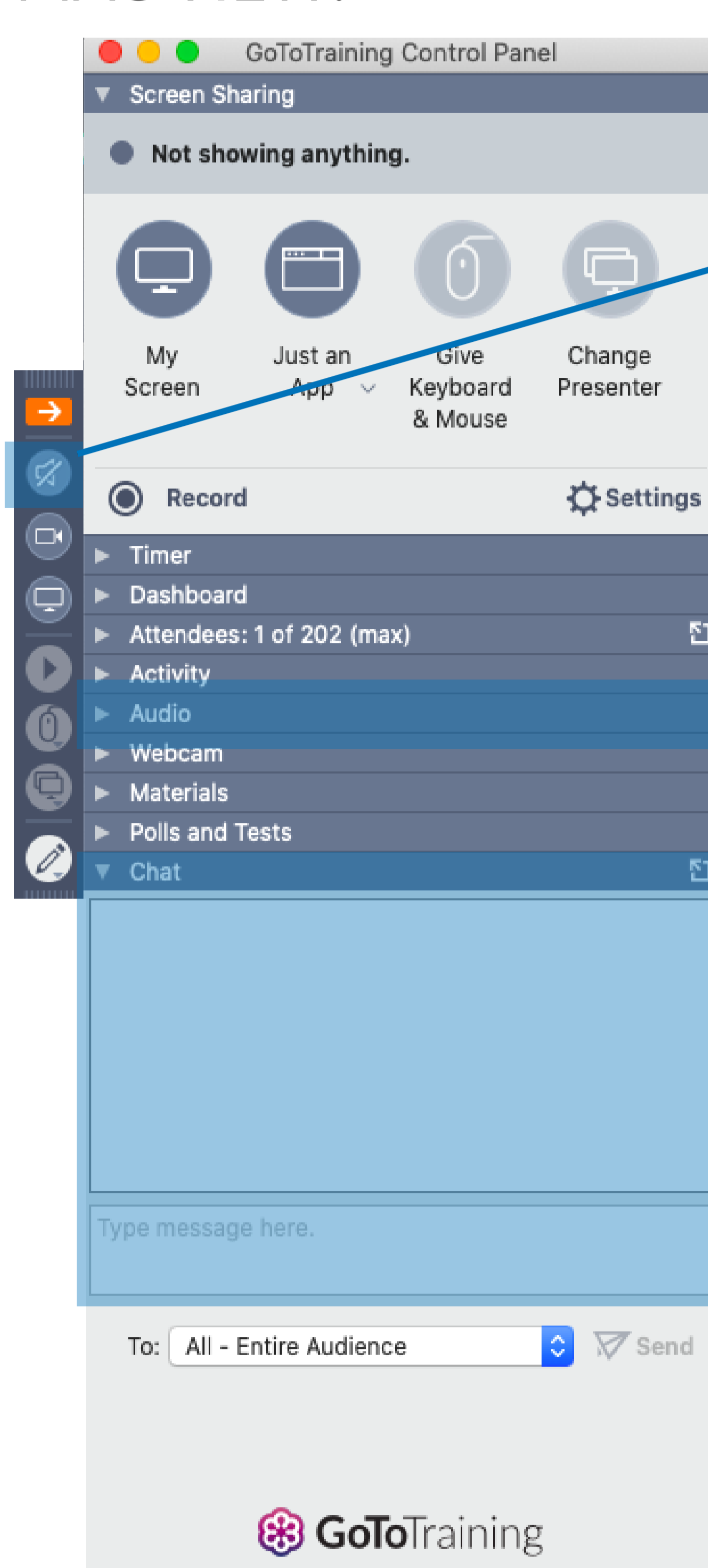
This pads time to test your audio settings and get comfortable.

Follow the 4 Step Sign-On Checklist

PC VIEW:



MAC VIEW:



#1: Audio Selection

Choose how you would like to hear your instructor and classmates:

- Through your computer
- Through a phone (PIN needed)



PRO TIP

Use headphones or a headset for the best audio quality.



#2: Microphone & Speaker Selection

Choose how you would like to speak up with your own questions:

- Microphone (through your computer)
- External (a different speaker)

#3: Mute & Unmute Button

Don't forget to make note of how to mute your own audio! This helps mitigate distracting background noise.



PRO TIP

As a courtesy to your classmates, stay on mute when you aren't asking a question!



#4: Chat Box

Make note of the chat box where you can participate in the discussion without interrupting.

PRO TIP

This is a great way to submit questions for later.

MORE QUESTIONS?

ChicagoREALTOR.com/GTT