



## Virtual Public Information Sessions

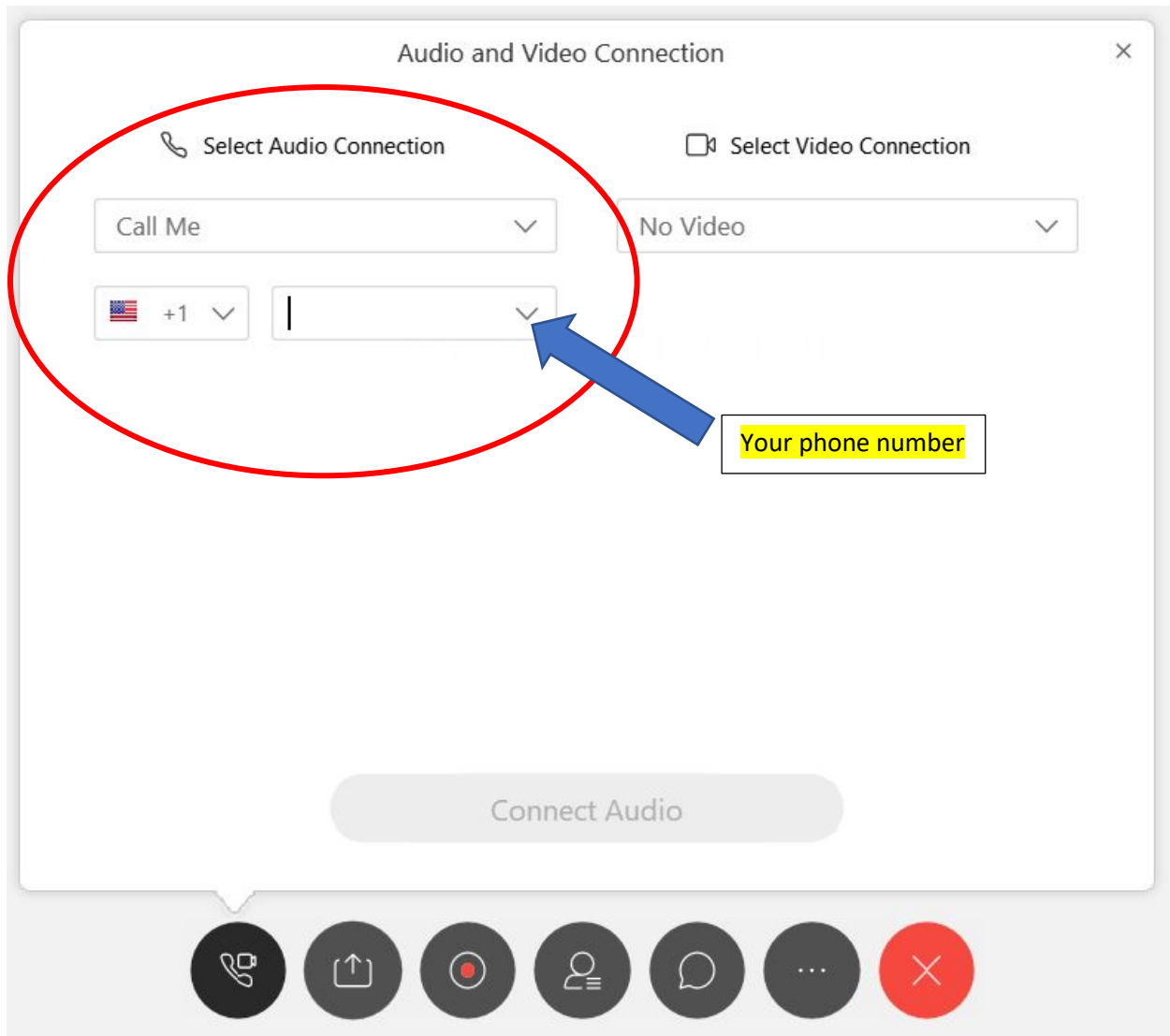
Please use the following link to join the meeting:

<https://usace.webex.com/meet/SWGProjectOutreach>

Upon joining the meeting, please select “Call Me” in the drop-down box under “Select Audio Connection”.

Then enter your phone number in the box indicated.

**IF** a security code is requested on your phone, use 1234



More details and troubleshooting can be found below.



## Virtual Public Information Sessions

<b>October 13</b>	<b>October 15</b>	<b>October 22</b>	<b>October 26</b>
Tuesday	Thursday	Thursday	Monday
6 – 8 pm	6 – 8 pm	6 – 8 pm	1 – 3pm

Due to Corps COVID-19 social distancing requirements, the U.S. Army Corps of Engineers and Harris County Flood Control District will hold virtual meetings in place of in-person public meetings. Virtual meetings will take place via WebEx, a free web-conferencing application. Detailed instructions on how to access the meeting and how to submit questions are provided here.

### Instructions to participate virtually

Due to potential high participant numbers and teleconference limitations, please plan to connect to the video web conference 25-30 minutes before the start time. If a meeting has reached its capacity when you attempt to join, please join one of the other meetings listed above.

If you are new to WebEx video web conference, please allow a little extra time to download a temporary meeting application.

It is not necessary to enable a web camera for this meeting.

Required Devices:

- Computer, tablet or other mobile device (with WiFi access)
- Phone

### Join WebEx for both audio and visual connection

1. In your internet browser, search: <https://usace.webex.com/meet/SWGProjectOutreach>. Or paste this link into your internet browser. WebEx may appear differently depending on the browser in use. If you are unable to connect through one browser, you might try a different one.
2. When you are on the meeting page, fill in your name and your email address as instructed. This information is required to access WebEx, however, USACE will not collect or store this information following the WebEx meeting.
3. Select the **'Join Meeting'** button.
4. Underneath the **'Select Audio Connection'** section, select the **'Call Me'** option.
5. Type in your phone number, including the area code, in the dialogue box (a green arrow in the image above points directly to this box) and then click **'Connect Audio'**. The program will then call your phone. Answer it!
6. Using your phone keyboard, type **"1"** when directed.

**You should now be connected audibly and visually to the meeting.**

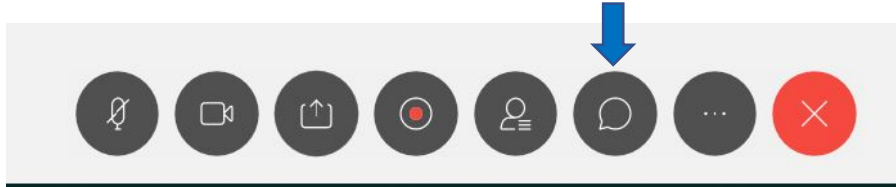


- All phone lines will be placed on mute by the meeting host
- It is not necessary to enable a web camera for this meeting

### Asking Questions

You can use the Chat function to submit questions. To help keep the meeting running smoothly, we will keep all phones on mute so you will not be able to ask questions over the phone.

At the bottom of your screen, this row of icons should appear:



1. Click the Chat icon indicated by the blue arrow.
2. A Chat box will appear on the right side of your screen.
3. Ensure that “Presenter/Host” is selected in the drop-down menu after “To”, located at the bottom of the box
4. Type your question in the space below the “To” line
5. Press “Enter” on your keyboard to send the question.

### Troubleshooting

In the case that you encounter a lost or interrupted audio/telephone connection, you may either dial in directly using the information provided below,

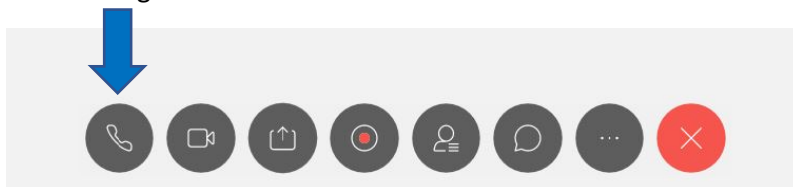
----- Audio Conference -----

USA Toll-Free: 877-402-9757

ACCESS CODE: 7491860

SECURITY CODE: 1234

Or you can click the icon below, indicated by the blue arrow, and you will receive a phone call to re-join the meeting.



If your visual connection is lost or interrupted, please repeat the log in instructions above from the ‘Joining the WebEx’ section.