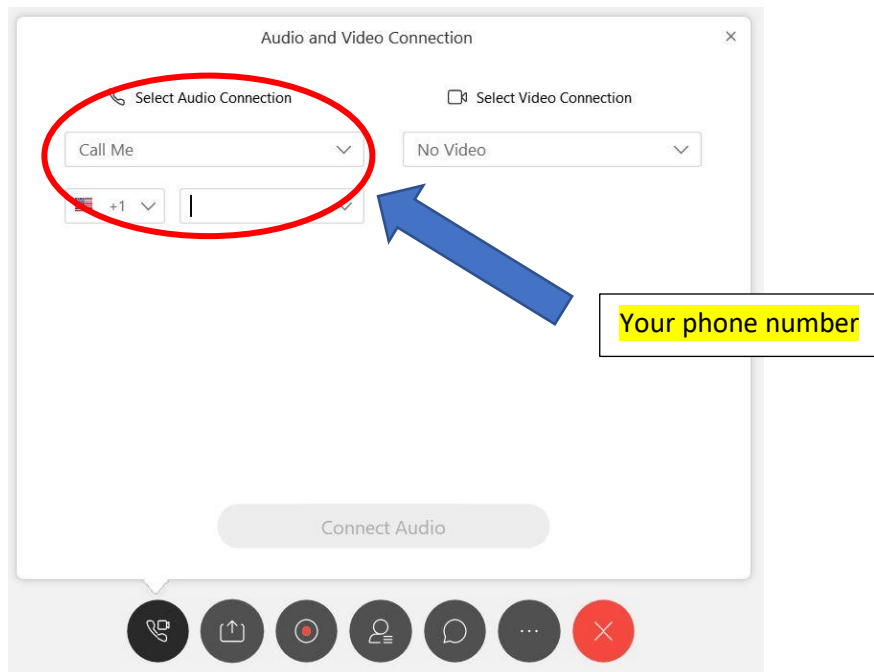




Upon joining the meeting, please select “Call Me” in the drop-down box under “Select Audio Connection”.

Then enter your phone number in the box indicated



More details and troubleshooting can be found below.



Due to Corps COVID-19 social distancing requirements, the U.S. Army Corps of Engineers 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

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. Click on the link provided above or copy and paste the 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.
6. Answer your phone, then using your phone keyboard, type **"1"** when directed.

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

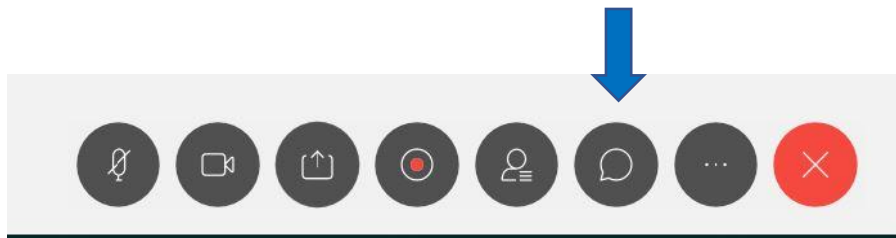
- All phone lines will be placed on mute by the meeting host
- It is not necessary to enable a web camera for this meeting



### 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:

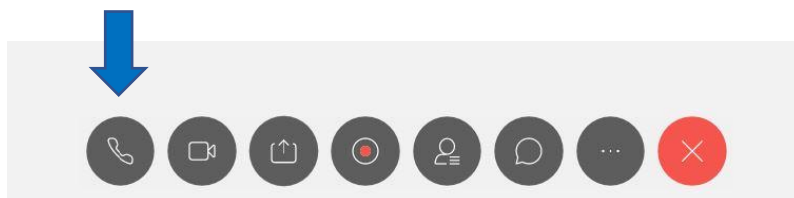


1. Click the Chat icon indicated by the blue arrow.
2. A Chat box will appear on the right side of your screen.
3. Ensure that "Presenter/Host" is selected in the drop-down menu after "To", located at the bottom of the box
4. Type your question in the space below the "To" line
5. Press "Enter" on your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

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.