

WEBINAR DATES AND INSTRUCTIONS

Dates (please select one):

- Wednesday, June 23, 2010 7:00 a.m. CDT
- Thursday, June 24, 2010 2:00 p.m. CDT
- Monday, July 12, 2010 11:00 a.m. CDT

For time zone conversion, please visit:

<http://www.timeanddate.com/worldclock/converted.html?month=1&day=28&year=2009&hour=16&min=0&sec=0&p1=239&p2=104>

Webinar Instructions:

1. Conduct a test to ensure that your computer is set up with the appropriate tools to participate in a webinar using Adobe Connect. [Test Your Computer Now](#)
2. 10 minutes prior to the seminar start time, click on the "Go to" URL listed below.
3. Go to: <http://ifma.na6.acrobat.com/fmp/>
4. After check-in, you'll be taken to the Acrobat Connect seminar lobby. Here you will log in as a **GUEST**. (Please DO NOT log in as a registered user.)
5. Type in your **FIRST** and **LAST** name in the field marked "**GUEST**," then click on the box that reads "ENTER."
6. Using a telephone, dial in to hear the audio **+1-866-279-5008 (Toll-Free U.S. and Canada)** or **+1-719-234-0214 (Toll Outside U.S. and Canada)**. **Passcode - 464377**.
If you have a **direct** telephone line, you can have Adobe Connect dial out to you. Once you have logged in, a window will prompt you to "Join Teleconference." Enter your direct line in the "Phone Number" box and click "Call my phone." You should receive a call within minutes. Answer your telephone and follow the instructions.
7. If you cannot hear the speaker during session, increase the volume of the session by pressing *4 on your telephone key pad. Decrease the volume by pressing *7.
8. We look forward to your participation!