

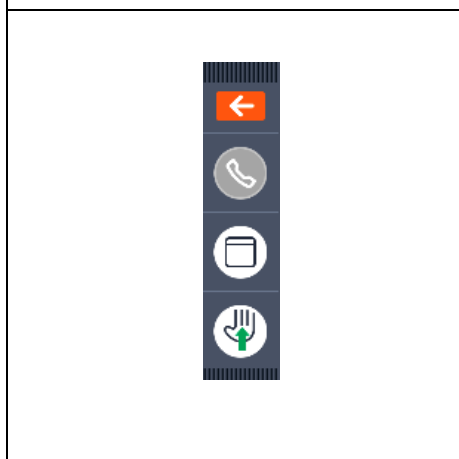
Opening window – GTW control app menu

Select audio
If phone, also do PIN #



Red Arrow – click to condense GTW control app
Click again to expand

This menu will automatically condense after several seconds



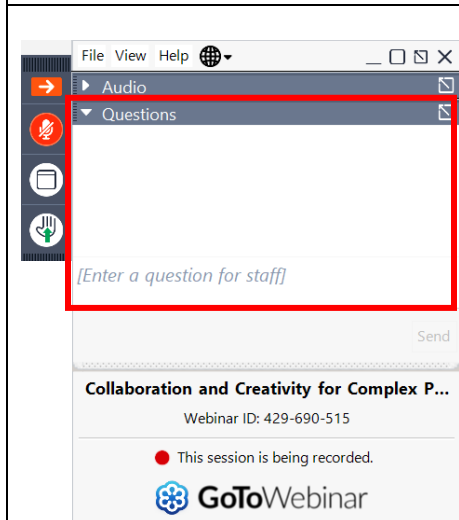
toggle **mute / unmute** for verbal input – typically muted



toggle to switch to **full screen and back**
NOTE... may not be able to participate in Polls if full screen



to **raise hand** – leave up...host will lower it



Question Menu

This will be populated with general information about the webinar process administration, to include use of hand-raising and the Question activity.

Enter your question, regarding webinar issues or to ask questions of the speaker. The Host will provide them to the speaker at designated times (within presentation or at the end) as designated by the speaker.

Questions only go to the webinar host.