



ASSESSMENT TECHNOLOGY INCORPORATED

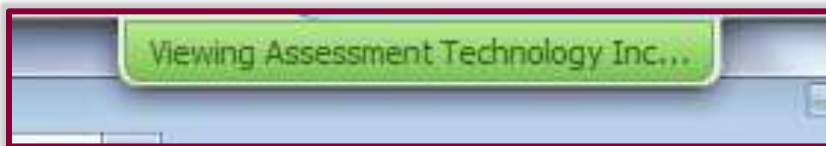
An Informational Guide to Participating in an ATI Hosted Webinar

PURPOSE

When attending a webinar hosted by ATI, if you wish to submit a question as part of the Question and Answer session, follow the steps provided below.

STEPS FOR PARTICIPATING IN THE Q&A SESSION

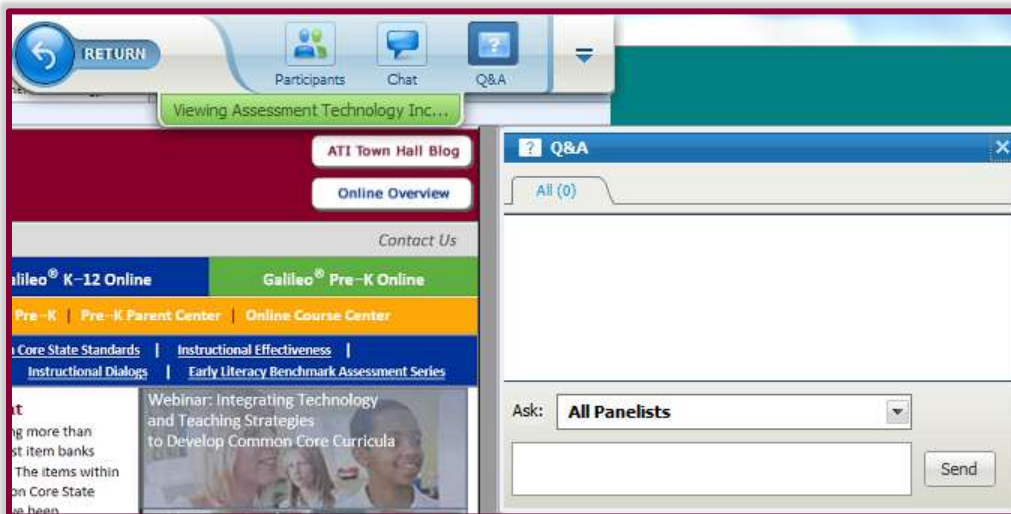
1. Find the green bar near the top of your screen. It should resemble this:



2. Hover over the green bar to reveal the Q&A Icon, as seen in the following:



3. Click the Icon that says "Q&A" to activate a new Q&A pop-up:



NOTE: *If the Q&A Icon does not appear on the top of your screen, it should be an option available by clicking on the down arrow on the right side of your menu options.*

4. To have your question fielded by an ATI panelist, make sure that the drop-down box above the text entry field displays **"All Panelists"** as pictured in the previous screen shot.

As there may at times be a large volume of questions, please be patient with the webinar panelists after your question is submitted. ATI may not be able to answer all questions during the course of the webinar. If that is the case, ATI will answer your question following the webinar in a Q&A document sent out to all participants via email. We appreciate your input.

If you have any questions prior to the webinar, please feel free to [contact the ATI Technical Support team](#). If you have difficulty signing in or during the webinar, contact WebEx support at 866-569-3239 or ATI at 877.442.5453.