

Hi Gang,

Here is the information you will need to access you 2 free webinars:

1.) "Professional Advancement" on Thursday, October 20 from 3:15 - 4:45 pm  
Registration URL: <https://attendee.gotowebinar.com/register/4457858122692537092>  
Webinar ID: 484-287-227

2.) The ATRA Annual General Meeting (AGM) on Friday, October 21st from 11:00 am -12:00 noon.  
Registration URL: <https://attendee.gotowebinar.com/register/6983909121694264324>  
Webinar ID: 975-417-691

I HAVE ADDED PICTURES TO HELP THOSE WHO ARE MORE VISUAL.

STEP #1: Got to the following link: <https://www.gotomeeting.com/webinar/join-webinar> - Enter the information: 9-digit id (which is the webinar ID: above)  
- Then enter your email address  
- Click on join

**JOIN A WEBINAR**

# Ready to join the event?

To connect to a webinar, enter the webinar ID provided by the organizer.

**Join a Webinar**

9-digit ID      Email Address      **Join**

Contact Help ►

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STEP #2: You will be taken to another screen  
- Type in your name first & last . Beside your last name in brackets please enter your ATRA membership Number.  
- Verify your email  
-

Click on Register

# AGM

Fri, Oct 21, 2016 12:00 PM - 1:15 PM MDT

[Show in My Time Zone](#)

\*Required field

First Name\*

Last Name\*

128

Email Address\*

kristinamcgowan@shaw.ca

By clicking this button, you submit your information to the webinar organizer, who will use it to communicate with you regarding this event and their other services.

Register

STEP#3: You will now see a new screen that says:

- You are registered for the session. Please note the information below regarding the "Check system requirements".

## You're Registered!

### Professional Issues Session

Thu, Oct 20, 2016 4:45 PM - 6:00 PM MDT

Add to Calendar

At the time above, [join the webinar](#).

Before joining, be sure to [check system requirements](#) to avoid any connection issues.

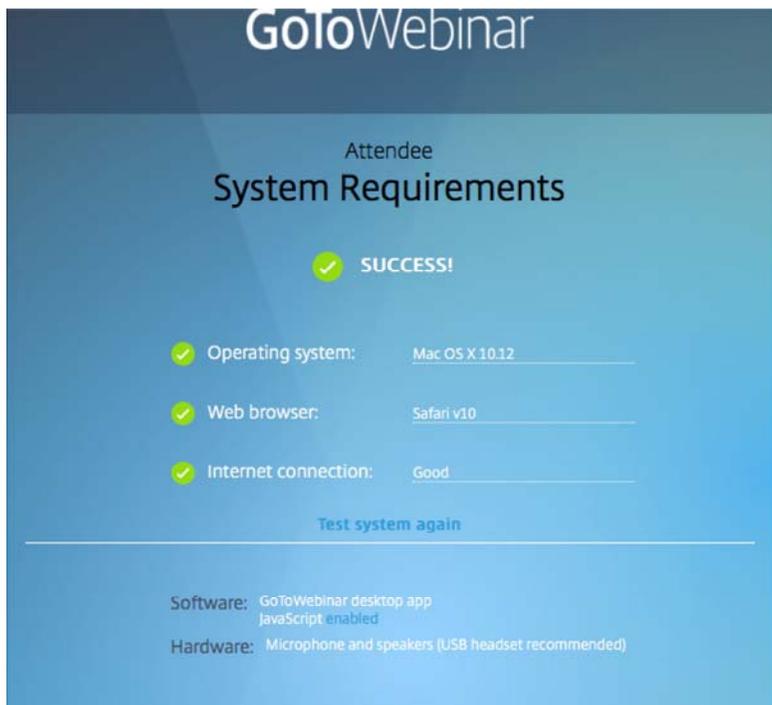
A confirmation email with information on how to join the webinar has been sent to you.

Questions or Comments? Contact: [info@calgaryshowservices.com](mailto:info@calgaryshowservices.com)

### To Cancel this Registration

You may [cancel your registration](#) at any time.

Please verify them right away by clicking the link. It will take you to a test zone and it will automatically show you if you are compatible or not.  
If you are on a work computer (esp. AHS) please contact IT to make sure they will support GOTOWEBINARS. In the past some employers will not allow access to it which means you need to use your own laptop.



Please follow these directions for both webinar sessions. It will be the exact same process for both. You will receive an e-mail confirming your registration from Calgary Sounds and not ATRA, so make sure that it doesn't get shunted by your e-mail's Spam Filter.

A few extra tips.... use headphones (or at least have them nearby).  
Log in a few minutes before the webinar is to start.

During the Webinar you will be able to ask questions and vote if required for the AGM. Please note that these sessions will also be recorded.

If you are logging on as a group, please acknowledge in the chat window who is attending with you. Those attending will receive CEU's for the webinar.

If you are having problems with the audio, there should be a number to contact after you log in for technical support. Any questions, please e-mail me prior, and during the day of the conference you can text me at (403) 818-4316.

**Kristina McGowan, CTRS**

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***Living Well...Being Healthy***

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