

2022 Annual General Meeting Guidelines for participants

General tips for virtual meeting participants

- For the best viewing experience, use a laptop or desktop to participate in the meeting.
 - You may participate using a tablet or phone, but we recommend using a laptop or desktop. In particular, asking questions to presenters and interacting with other meeting participants is easier when using a laptop or desktop.
 - We suggest that you use Google Chrome, Mozilla Firefox or Safari.
- Be sure you are connected to a stable wi-fi connection or hardwired ethernet connection.
 - If you experience any buffering during the stream, the player will automatically adjust your stream quality to match your internet speed.
 - If the stream does not automatically start, press the play button in the lower left corner of the video player.
- Check that your speakers and volume are turned on.
 - If you can't hear the audio once the meeting begins:
 - Check that your speakers are turned on and your computer's audio volume is turned up.
 - Check that the audio is not muted. You can find the player volume in the lower right corner of the player. Drag your mouse along it to turn the volume up.
- Eliminate background noise by finding a quiet spot to watch the AGM.

Instructions on how to participate during the meeting

Questions and comments

Click on the "Ask a Question" hand icon on the top right corner of the window and use the pop-up window to:

- ask questions during the Q&A
- ask questions about motions
- comment on motions



Voting

- When the chair announces that voting for a motion is open, a poll will appear on screen.
- You will have 45 seconds to cast your vote.
- Voting results will be displayed within 30 seconds of the poll closing.
- If the poll does not pop up, refresh your browser (on Windows, press F5 on your keyboard to refresh. On a Mac, press Command-R).

Technical support

If you experience any technical issues during the AGM, you can contact a technician through the live chat feature located in the footer of the launch page and in the top right corner of the webcast window, or by emailing webcast@resolvecollaboration.com.