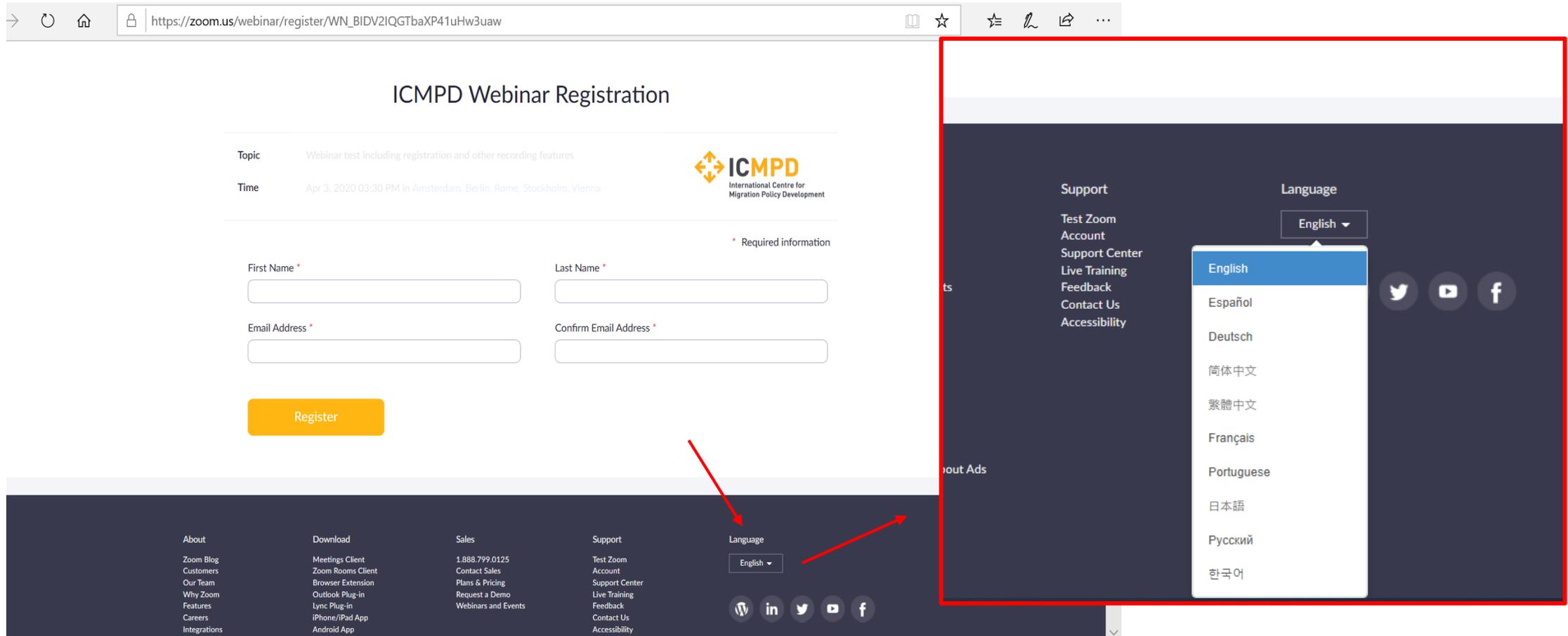


# REGISTRATION - LANGUAGE of the INTERFACE

**STEP 1** On Zoom website, scroll down the webpage until you see a **Language** bar

**STEP 2** Press on the triangle and choose among the available languages

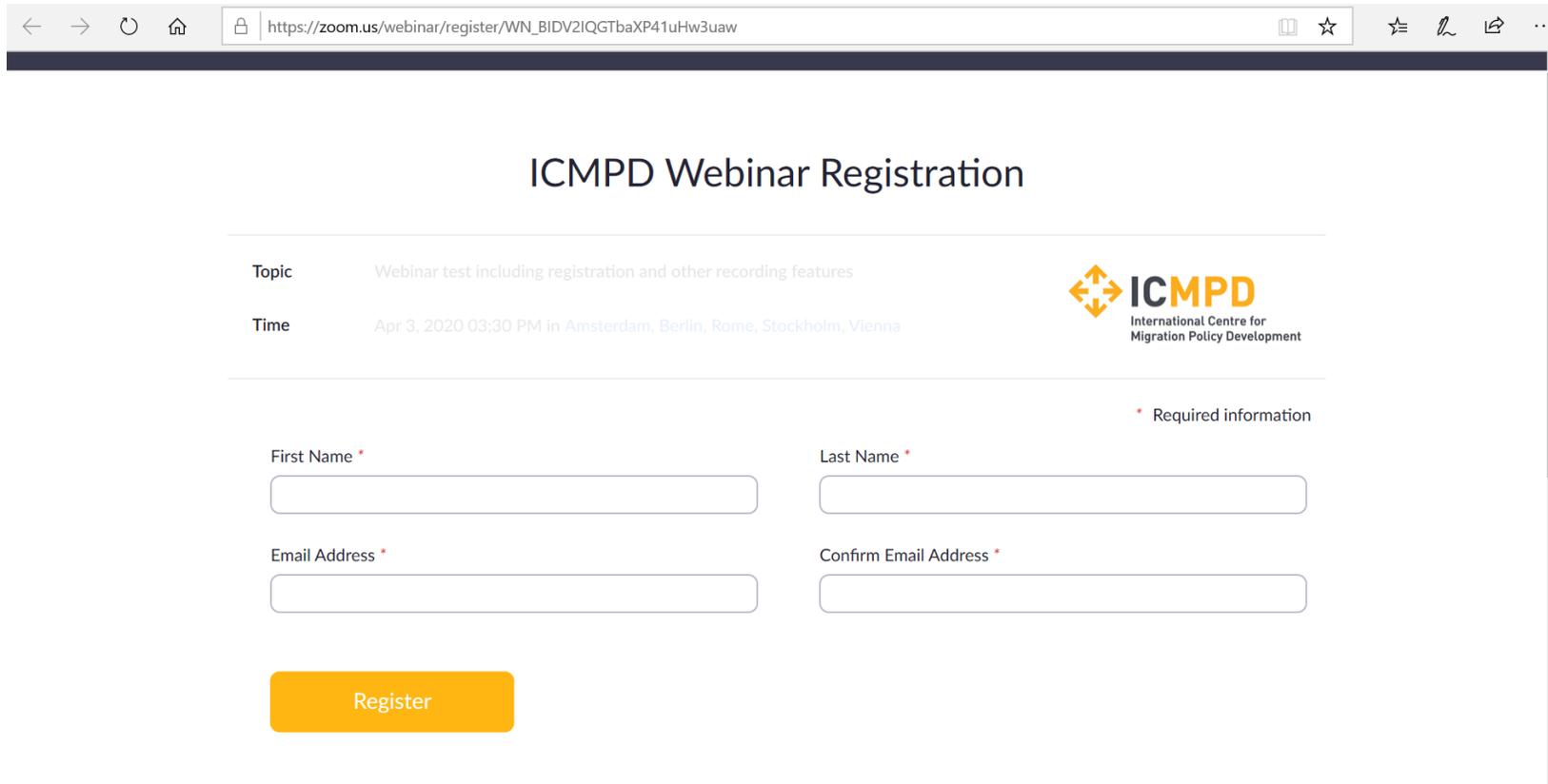


The screenshot shows a web browser window with the URL [https://zoom.us/webinar/register/WN\\_BIDV2IQGTbaXP41uHw3uaw](https://zoom.us/webinar/register/WN_BIDV2IQGTbaXP41uHw3uaw). The page title is "ICMPD Webinar Registration". The main content area includes a registration form with fields for "First Name", "Last Name", "Email Address", and "Confirm Email Address", along with a "Register" button. The ICMPD logo (International Centre for Migration Policy Development) is visible. A "Language" dropdown menu is open in the bottom right corner, showing options: English, Español, Deutsch, 简体中文, 繁體中文, Français, Portuguese, 日本語, Русский, and 한국어. A "Support" menu is also visible in the bottom right, listing options like "Test Zoom", "Account", "Support Center", "Live Training", "Feedback", "Contact Us", and "Accessibility". Red arrows point from the "Language" dropdown in the footer to the expanded menu in the top right.

*How to participate in a Zoom webinar*

# REGISTRATION

**STEP 3** Please fill in your data in the registration form on Zoom website



The screenshot shows a web browser window with the URL [https://zoom.us/webinar/register/WN\\_BIDV2IQGTbaXP41uHw3uaw](https://zoom.us/webinar/register/WN_BIDV2IQGTbaXP41uHw3uaw). The page title is "ICMPD Webinar Registration".

Topic: Webinar test including registration and other recording features

Time: Apr 3, 2020 03:30 PM in Amsterdam, Berlin, Rome, Stockholm, Vienna

ICMPD  
International Centre for  
Migration Policy Development

\* Required information

First Name \*

Last Name \*

Email Address \*

Confirm Email Address \*

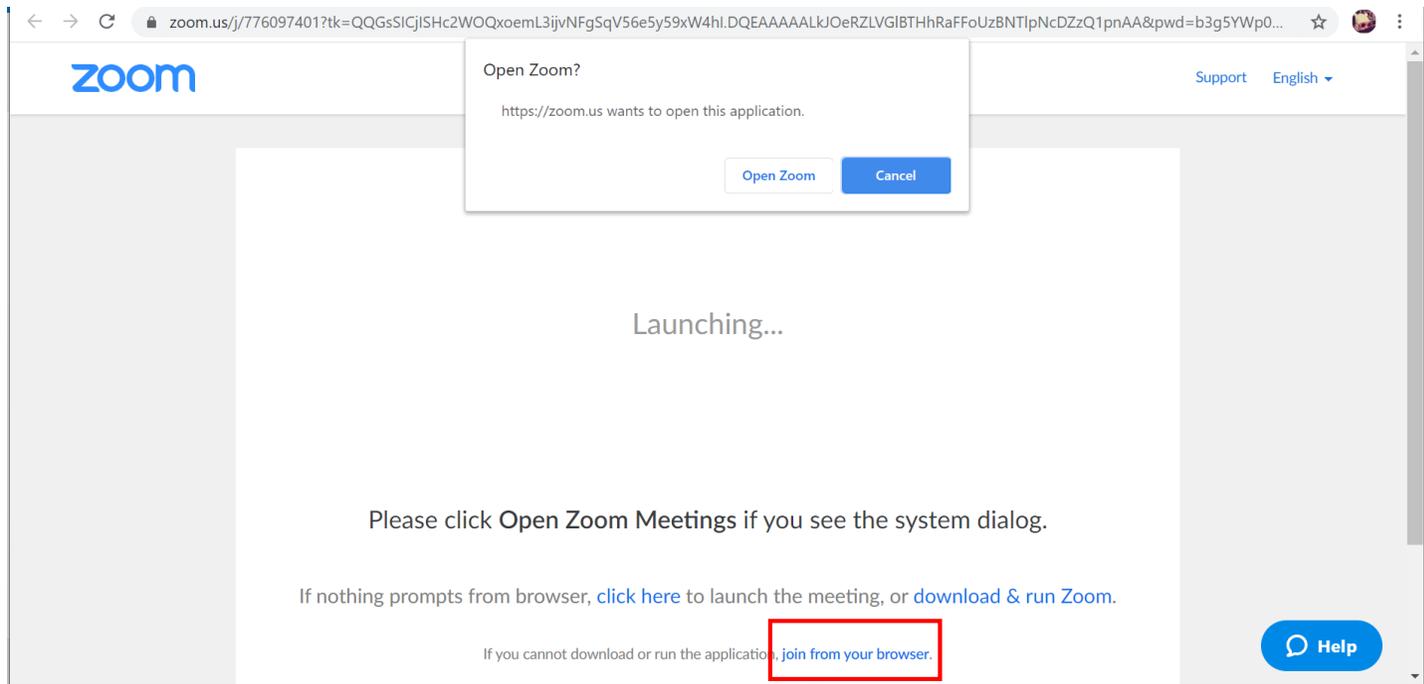
**STEP 4** After approval you will receive a confirmation email with the link for joining a webinar. It may take a few days.

# ENTERING THE WEBINAR ROOM

**STEP 1** Click the Webinar link received in the email

**STEP 2** Follow the prompts to download and install Zoom desktop application, if not yet installed.

**OR** click **Cancel** and **Join from your browser** and complete **Signing/Signing up** steps

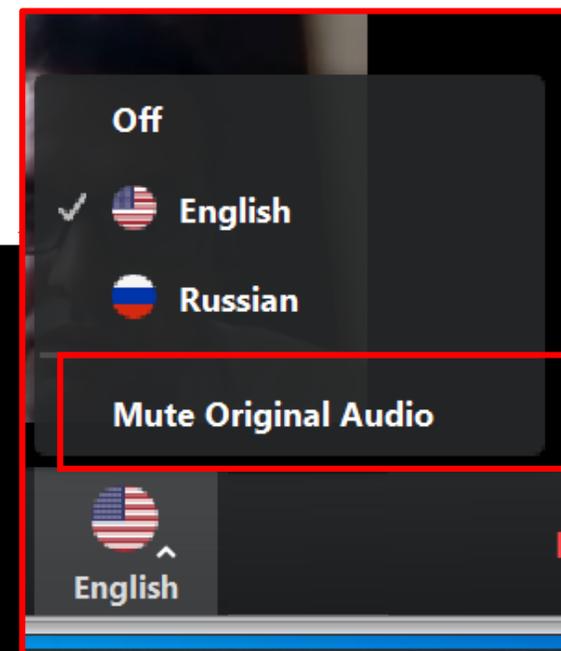
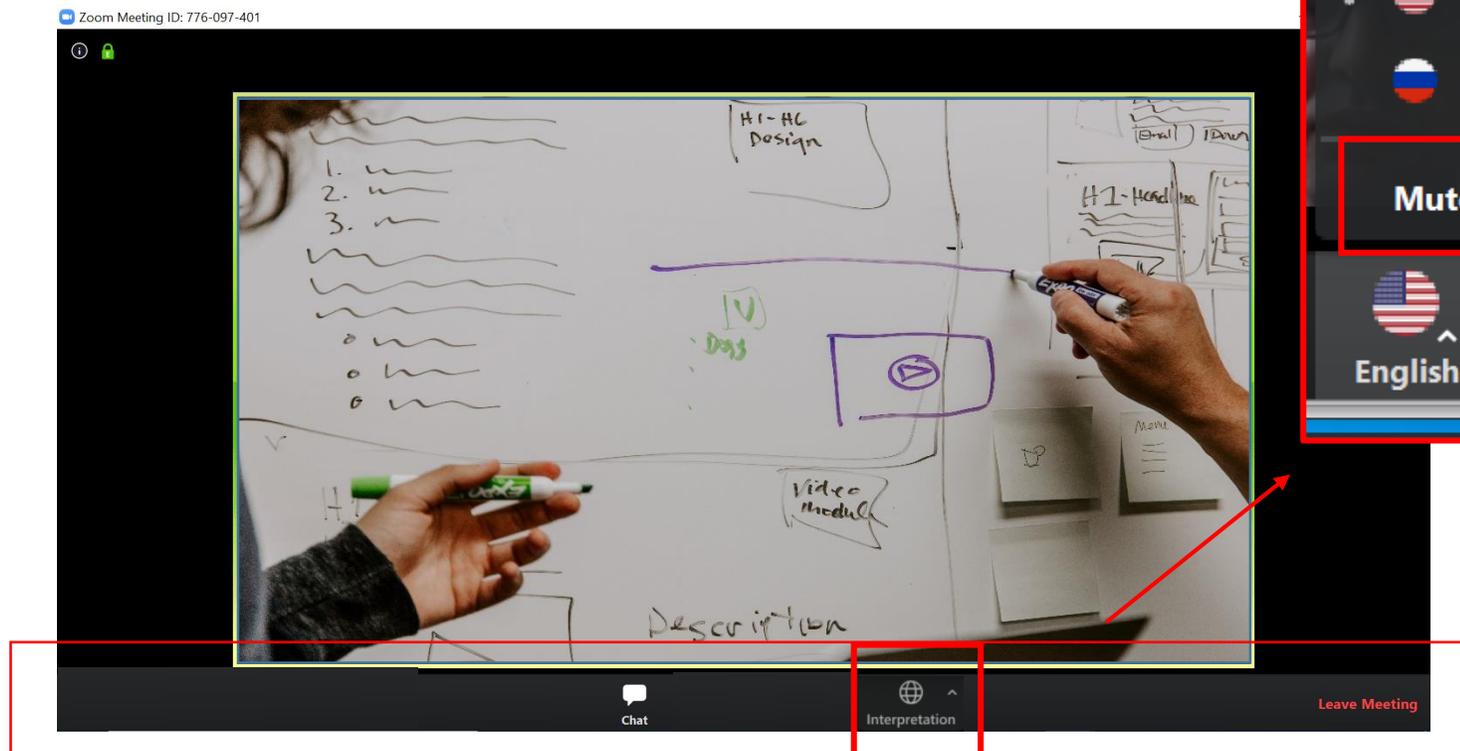


**STEP 3** If **Sign up** was required, afterwards click the Webinar link received in the email to enter the room

# IN THE WEBINAR ROOM - INTERPRETATION

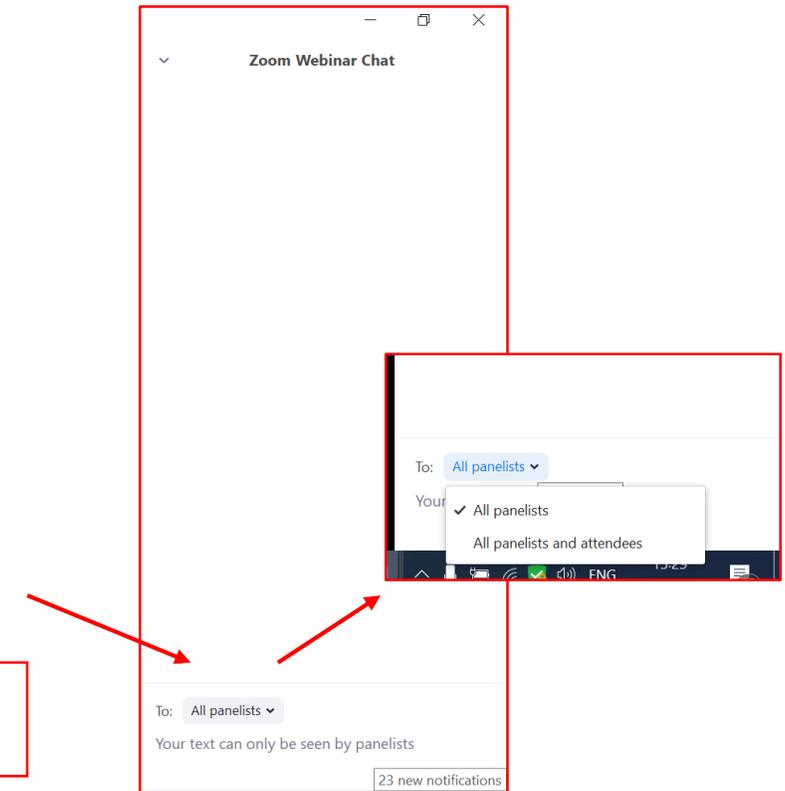
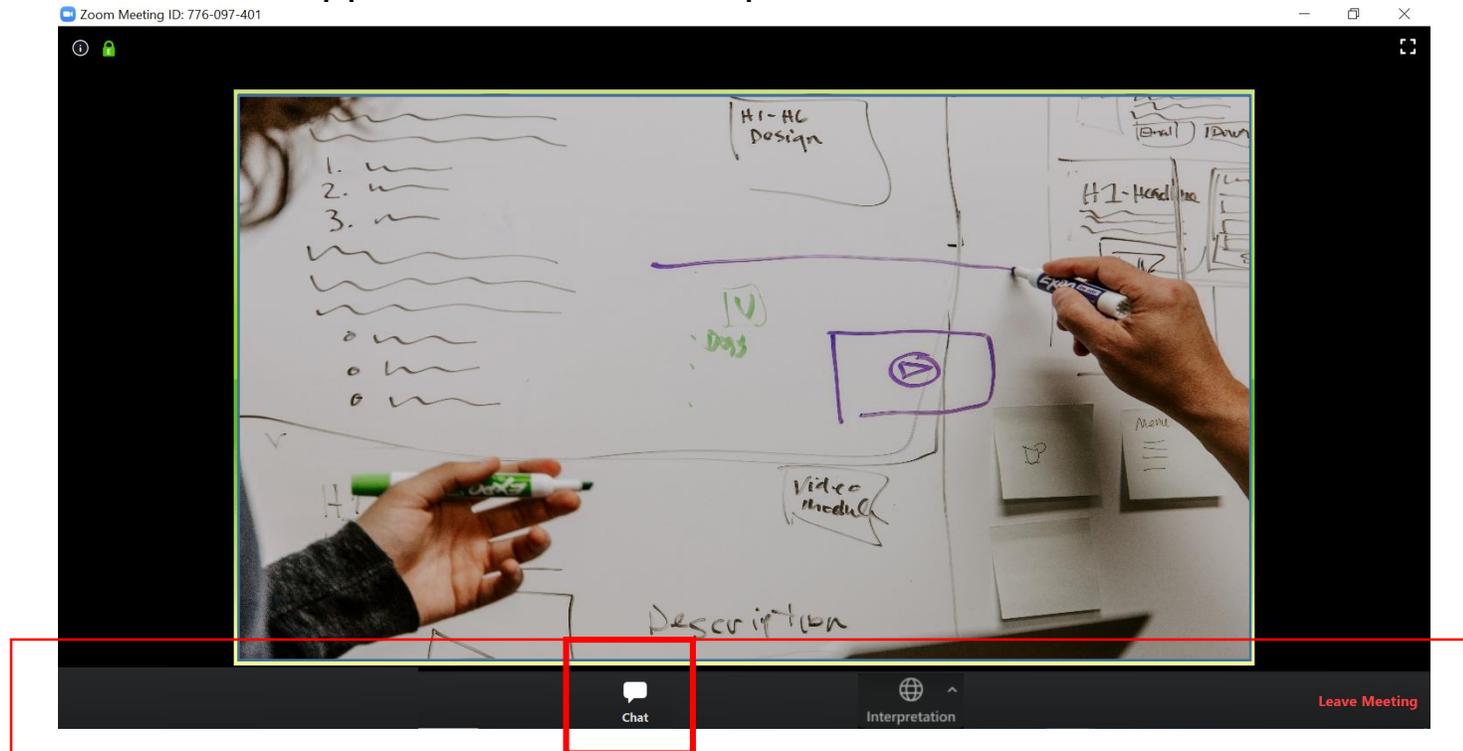
STEP 1 On the Control bar press **Interpretation**

STEP 2 Choose the preferred language and  
press **Mute Original Audio**



# IN THE WEBINAR ROOM - ASK A QUESTION

**STEP 1** Hover over the bottom part of the Zoom window, the control bar will appear. Press **Chat** to open the chat window



**STEP 2** Choose who should see your question **All panellists and Attendees** or only **All panellists**. Type in your question and hit enter on your keyboard

# IN THE WEBINAR ROOM - EXIT THE WEBINAR ROOM

STEP 1 Press **Leave Meeting** to exit the room

STEP 2 Confirm leaving the meeting

