



Online Seminar – Setup and user guide

Please complete the following steps before attend the seminar

Download the application & register your ZOOM account

1. Please visit:
<https://zoom.us/download> or scan the Q&R code to download the ZOOM application in mobile or desktop
2. Please register a ZOOM account with your email if you will join the event by using ZOOM Mobile App¹.
3. Please visit <https://zoom.us/test> to test your internet connection.

¹ Remark: Please click [here](#) and read the statement of Privacy Commissioner for Personal Data, Hong Kong about the Zoom product before registering your ZOOM account.



ZOOM Cloud Meetings
Zoom



Join Seminar

4. You will receive a confirmation email from ZOOM no later than one day before the event.

CILTHK Seminar: How MTR keep people moving and where do we go from here?
Confirmation
CILT Hong Kong <no-reply@zoom.us>

綠色類別

寄件日期: 15/4/2020 (週三) 10:05

收件者: Tif Tam

SAMPLE

Hi Tif Tam,

Thank you for registering for "CILTHK Seminar: How MTR keep people moving and where do we go from here?".

Please submit any questions to: info@cilt.org.hk

Date Time: Apr 23, 2020 07:00 PM Hong Kong

Join from PC, Mac, Linux, iOS or Android: [Click Here to Join](#)

Password: 308896

Note: This link should not be shared with others; it is unique to you.

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Or iPhone one-tap

US: +16468769923,,152889417# or +16699006833,,152889417#

Or Telephone:

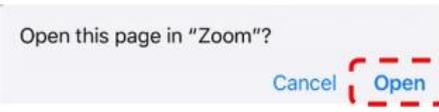
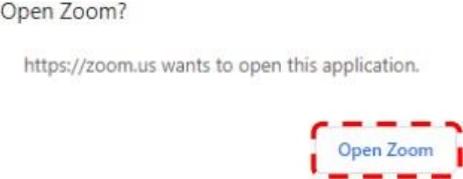
Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 669 900 6833 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 346 248 7799 or +1 408 638 0968

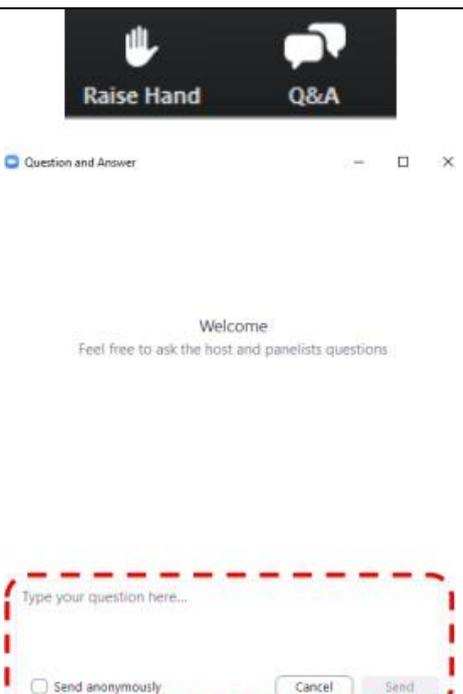
Meeting ID: 152 889 417

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

<p>5. 'Click Here to Join' the event in the confirmation email by using the Mobile App or ZOOM Desktop</p> <p><i>(If you exit the event by computer crash, mistakes or whatever reasons, you could rejoin the event by clicking 'Click Here to Join' in the confirmation email.)</i></p>	<p>Join from a PC, Mac, iPad, iPhone or Android device:</p> <p>Click Here to Join</p> <p>Note: This link should not be shared with others; it is unique to you.</p>
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<p>6. Please click 'Open' or 'Open Zoom' when it pop up in your browser, it will automatic open the Zoom application and join the seminar.</p> <p><i>(Please be reminded to login your ZOOM account before you attend the seminar by using mobile app.</i></p> <p><i>If you opt to use Zoom desktop to join the seminar, please use 'Chrome '.)</i></p>	<p>Mobile App:</p> 	<p>Desktop:</p> 
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Q&A

<p>7. For Q&A session, please 'Raise Hand'² or 'Q&A'³</p> <p>² Your microphone will be muted from the beginning of the seminar, speakers may at their discretion to unmute your microphone to ask question once you have 'Raise Hand'.</p> <p>³ you may submit your questions during the seminar by using the Q&A function. Questions you have submitted could only be seen by CILTHK and the speaker(s).</p>	<p>Mobile App:</p> 	<p>Desktop:</p> 
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For any questions, please contact the Secretariat Office of CILTHK:

E: info@cilt.org.hk or T: 2866-6336