

Using Adobe Connect for e-Manifest Advisory Board Public Meetings

What you will need:

- A **computer or mobile device** with internet connection using (to watch the presentation)
 - Adobe Flash is required
- A **telephone** (to listen to the presentations)

EVENT INFORMATION

TELECONFERENCE

1-866-299-3188;

MEETING URL:

https://epawebconferencing.acms.com/advisory_board/

Call-in code 703-308-8577

Questions? Email jenkins.fred@epa.gov

Instructions:

1.If this is your first online meeting with EPA, run the “Adobe Connect Connect

Test”https://epawebconferencing.acms.com/common/help/en/support/meeting_test.htm If you fail any portion of the test, please follow instructions to resolve your problem. If you cannot resolve an issue, use this site for additional trouble-shooting:

<https://helpx.adobe.com/adobe-connect/connect-downloads-updates.html>

2.If you are still having problems, contact the IT department of your employer. It may have access rights to your computer that will allow installation or updating Flash player.

3. Join the Adobe Connect meeting using the URL provided by the host or the one listed above. You can log in from ANY computer with internet access.

4. Select the first option to enter as a guest and identify yourself by supplying your name in the small box as shown below. Then, click the button on to “Enter Meeting”. If you are an EPA employee, you may enter the room with your Adobe Connect login and password.