



Thank you for registering for the LotusWEBINAR. Here is the brief instruction of how you can log in to the meeting room to attend the webinar.

Step 1:

To go to the meeting room, please visit www.elotus.org and click on the "WEBINAR IN PROGRESS - JOIN MEETING" logo on the homepage.

Step 2:

On the "WEBINAR IN PROGRESS" page, click on the "Log In" button next to the course you registered for, and then you will be lead to a new page as shown below, where you are required to enter your log in and password.

The screenshot shows the login interface for LotusWEBINAR with Dr. John Chen. It features two radio button options: "Enter as a Guest" and "Enter with your login and password". The "Enter with your login and password" option is selected and circled in red. Below these options are input fields for "Login:" and "Password:", followed by an "Enter Room" button. A "Forgot your password?" link is also present. At the bottom, there is a disclaimer: "By using Connect Pro, you agree to the Terms of Use and Privacy Policy." and a "Help" link. Two callout boxes with arrows point to the form: one points to the "Enter with your login and password" option with the text "Enter your email address here", and another points to the "Password:" field with the text "Enter password provided in the confirmation email". The Lotus eU SEMINARS logo is visible on the right side of the page.

Step 3:

Click on "Enter with your login and password". Log in using the **email address** that you use to receive the registration confirmation email. Enter the **password** that is provided for you in the same email.

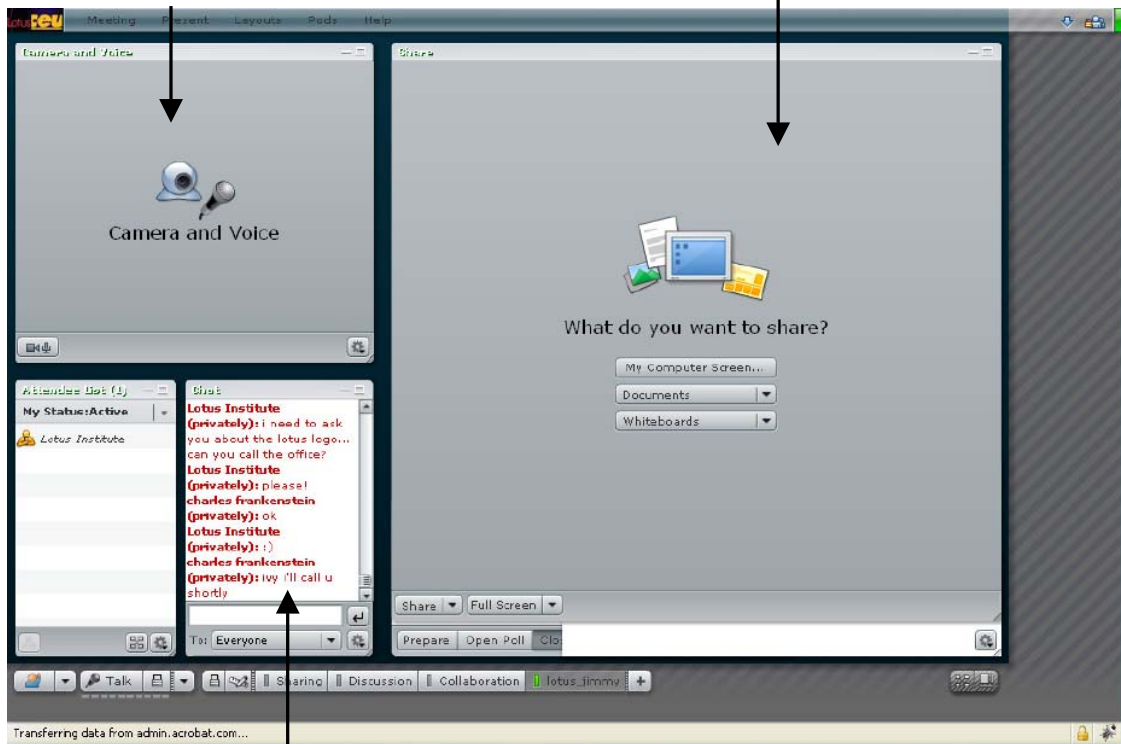


Step 4:

Once you are in the webinar meeting room, you see the following screen:

You will be able to see the speaker live presenting the course material in this window

You will be able to view the PowerPoint Presentation here



Got question? Ask your question here!



If you encounter difficulty when logging into the webinar:

There are two options:

1) Log in as a guest and enter your FULL name to get into the webinar meeting room. Once you log in, our moderator will check your registration.

Enter your FULL name if you enter the room as a guest

Enter as a guest if you encounter login problem when enter with login/password

The screenshot shows a dark-themed login window titled "GMP and Quality Control". It features two radio button options: "Enter as a Guest" (which is selected and circled in red) and "Enter with your login and password". Below the "Enter as a Guest" option is a text input field labeled "Type your name:" and an "Enter Room" button. A "Lotus eU WEBINAR" logo is visible on the right side of the interface. At the bottom, there is a copyright notice for Adobe Systems and a small Adobe logo.

2) You can also go to our Tech Support Chat Room (<http://www.elotus.org/chatroom/>) to chat with our tech specialist to help you resolve the problem.