



# OREGON'S SENATOR JEFF MERKLEY

## *Senator Jeff Merkley's Remote Town Hall: Computer Instructions*

### To join the meeting:

[Click this link](#) on a computer to go to a login page.

Please enter your first name, last name, and e-mail address. The password will be automatically filled in, so you can just click "join now" to join the town hall.

*NOTE:* Your browser will ask you to download a Webex plugin. Please go ahead and download it! That will enable you to join the meeting.

When the browser asks you to download the plugin, it may give you the option to download a temporary or permanent plugin. You can install the temporary plugin to join the meeting.

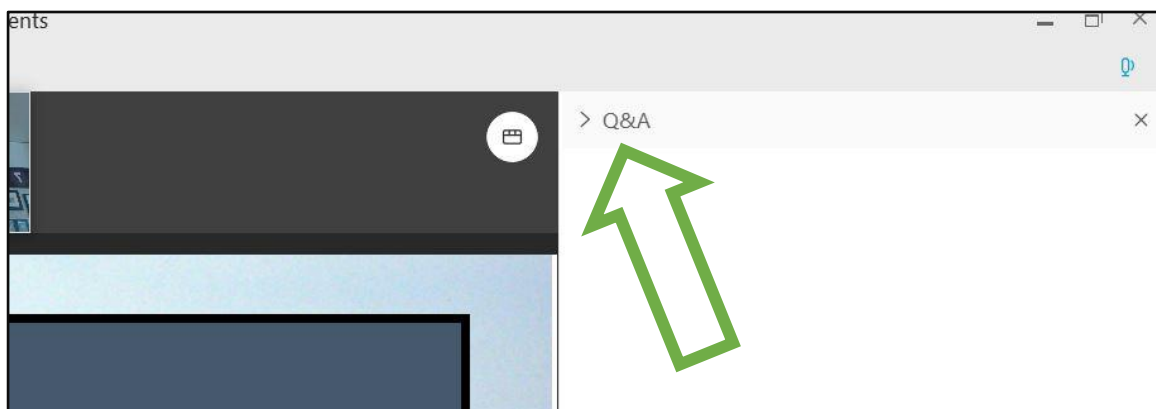
### Here's what to expect during the meeting:

When you join on a computer, you'll see a placeholder image reminding you how to get in the queue to ask a question.

*NOTE:* Once the meeting begins, you'll automatically be muted and will not have video. The senator's staff will also join without video; you'll see their initials on the screen under Sen. Merkley's video.

**To enter the queue to ask a question, you'll type your name and city into the Q&A function.** Here's how:

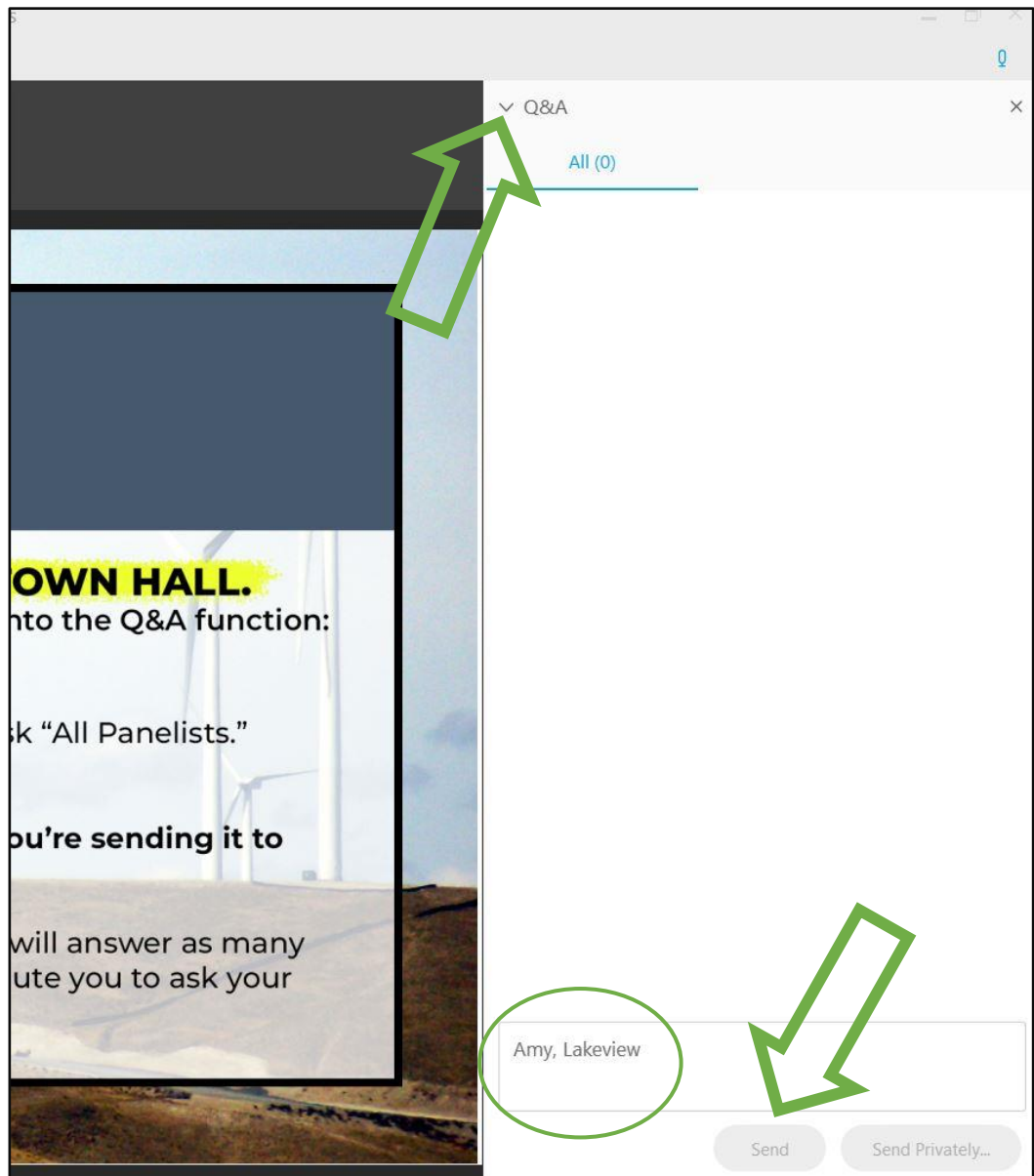
1. On the top right side of your screen will be an arrow next to "Q&A."



2. Click the arrow, and at the bottom right of the screen will be a field to ask “All Panelists.”

3. Type your name and city to enter the queue.

*NOTE:* Make sure that when you’re entering your name and city, you’re sending it to “All Panelists.”



4. If you’re called on to ask a question, you may turn on your computer’s camera. Just click on the camera icon in the tool bar.



Sen. Merkley’s staff will call on questioners on a first-come basis, and Sen. Merkley will answer as many questions as time allows. If you come up in the queue, staff will unmute you to ask your question.