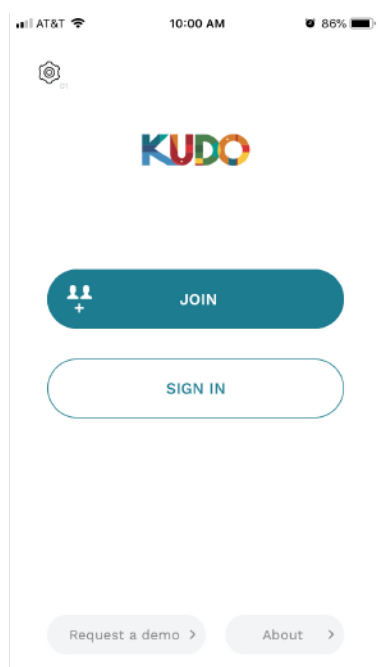


How to Join | Standard Meetings

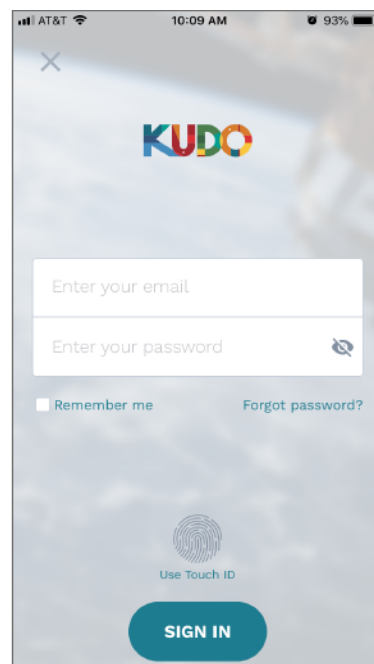
From a smartphone

1



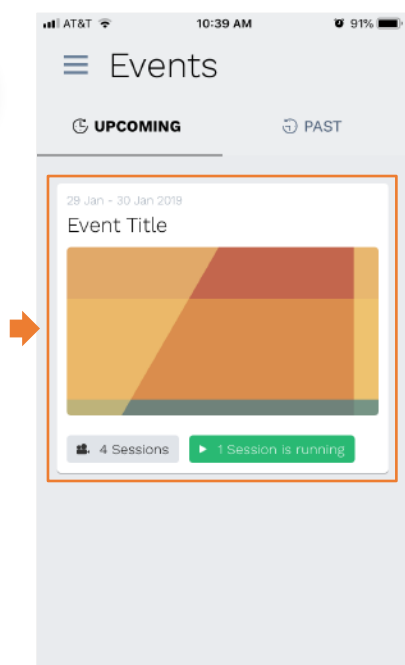
Open KUDO and select **SIGN IN**.

2



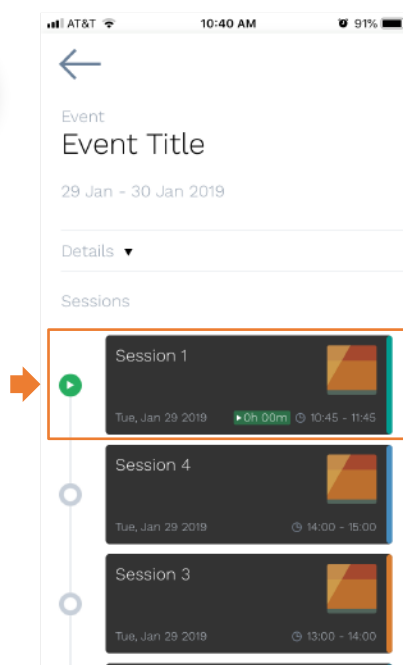
Sign in with your **e-mail address** and **password**.

3



Select the **Event** from the **Upcoming** list.

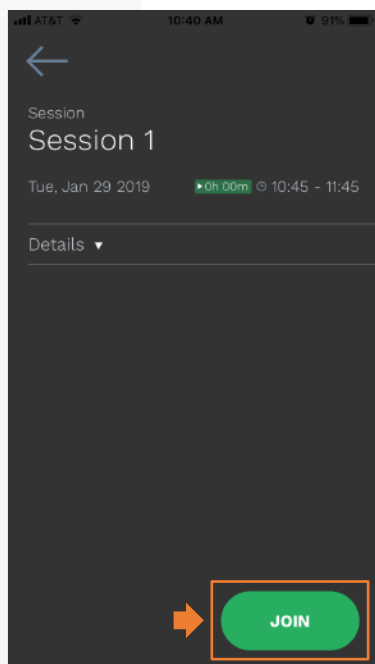
4



Select the **Session** from the **Sessions** list.

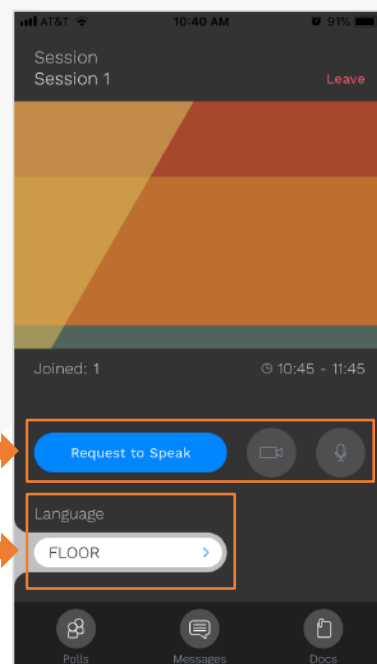
From a smartphone

5



Select **JOIN** and you're in!

6



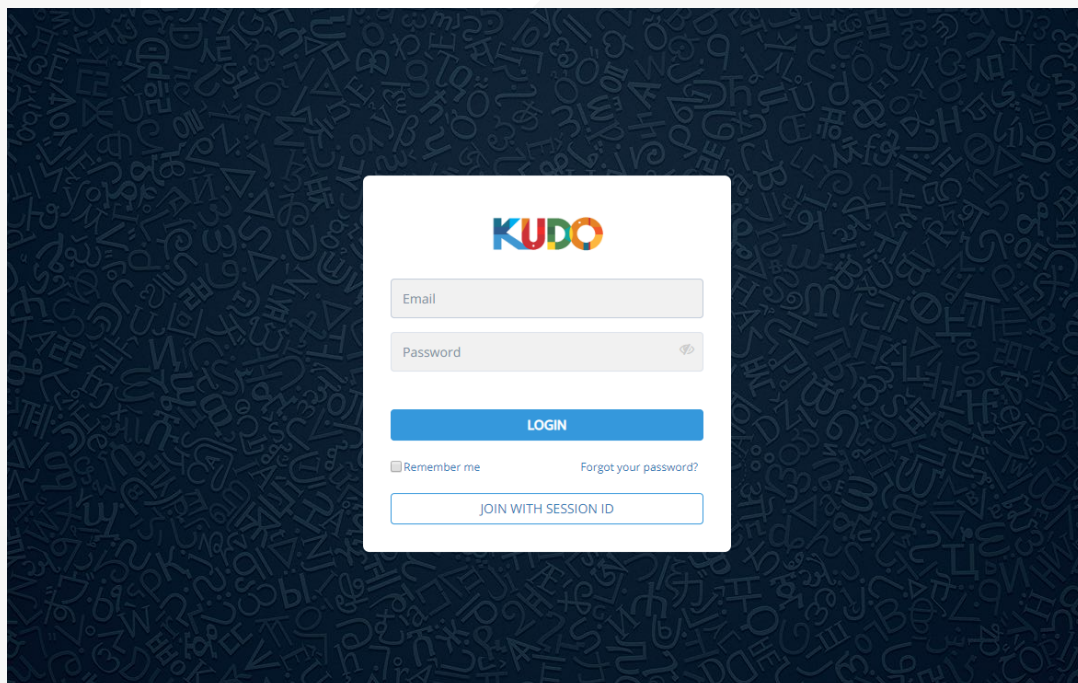
Once you are in, select **Floor** and choose your preferred language.

For the GFMD Webinars, the Request to Speak button will not be available for participants but only to the moderators and discussants.



From a computer

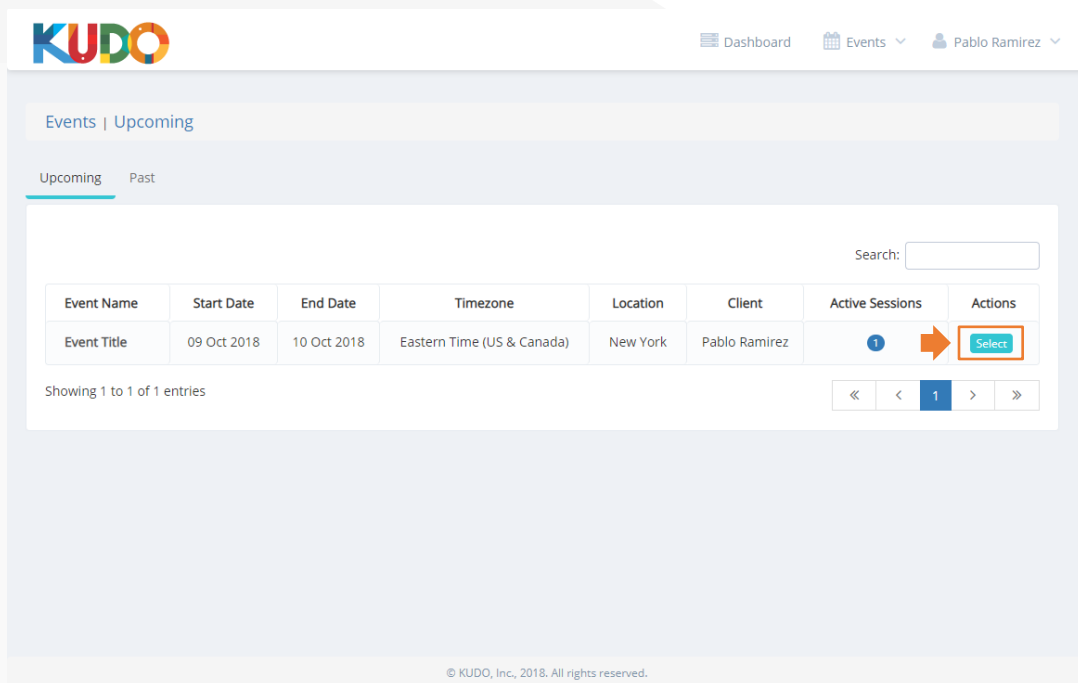
1



The login form is centered on a dark blue background with a pattern of white letters and symbols. It features the KUDO logo at the top, followed by input fields for 'Email' and 'Password'. Below these is a blue 'LOGIN' button. At the bottom, there are links for 'Remember me' and 'Forgot your password?', and a 'JOIN WITH SESSION ID' button.

On **Google Chrome** go to <https://live.kudoway.com>, login with your **email address** and **password**.

2



The screenshot shows the KUDO dashboard. At the top, there's a navigation bar with the KUDO logo, 'Dashboard', 'Events', and a user profile 'Pablo Ramirez'. Below this, the 'Events | Upcoming' section is active. It shows a table with one event entry. The 'Active Sessions' column for this event has a blue circle with the number '1' and an orange arrow pointing to a 'Select' button. The footer of the dashboard reads '© KUDO, Inc., 2018. All rights reserved.'

Event Name	Start Date	End Date	Timezone	Location	Client	Active Sessions	Actions
Event Title	09 Oct 2018	10 Oct 2018	Eastern Time (US & Canada)	New York	Pablo Ramirez	1	Select

In the **Upcoming** tab, click **Select** from the Events list.

How to Join | Standard Meetings



From a computer

3

The screenshot shows the KUDO web interface. At the top, there's a navigation bar with 'Dashboard', 'Events', and a user profile 'Pablo Ramirez'. Below the navigation bar, the page title is 'Events | Event Title'. The main content area is divided into two sections: 'EVENT DETAILS' and 'EVENT SESSIONS'. The 'EVENT DETAILS' section shows the KUDO logo, Location (New York), Start Date (09 Oct 2018 EDT), End Date (10 Oct 2018 EDT), and Description (Event description.). The 'EVENT SESSIONS' section has a search bar and a table with columns: Session Name, Start Date, End Date, Timezone, Location, Status, and Actions. The table contains one row with Session Title, 10 Oct 2018 11:00 AM, 10 Oct 2018 06:00 PM, Eastern Time (US & Canada), New York, Live, and an Actions column containing a 'Select' button. An orange arrow points to the 'Select' button. At the bottom, there's a copyright notice: '© KUDO, Inc., 2018. All rights reserved.'

Click **Select** from the Sessions list.

4

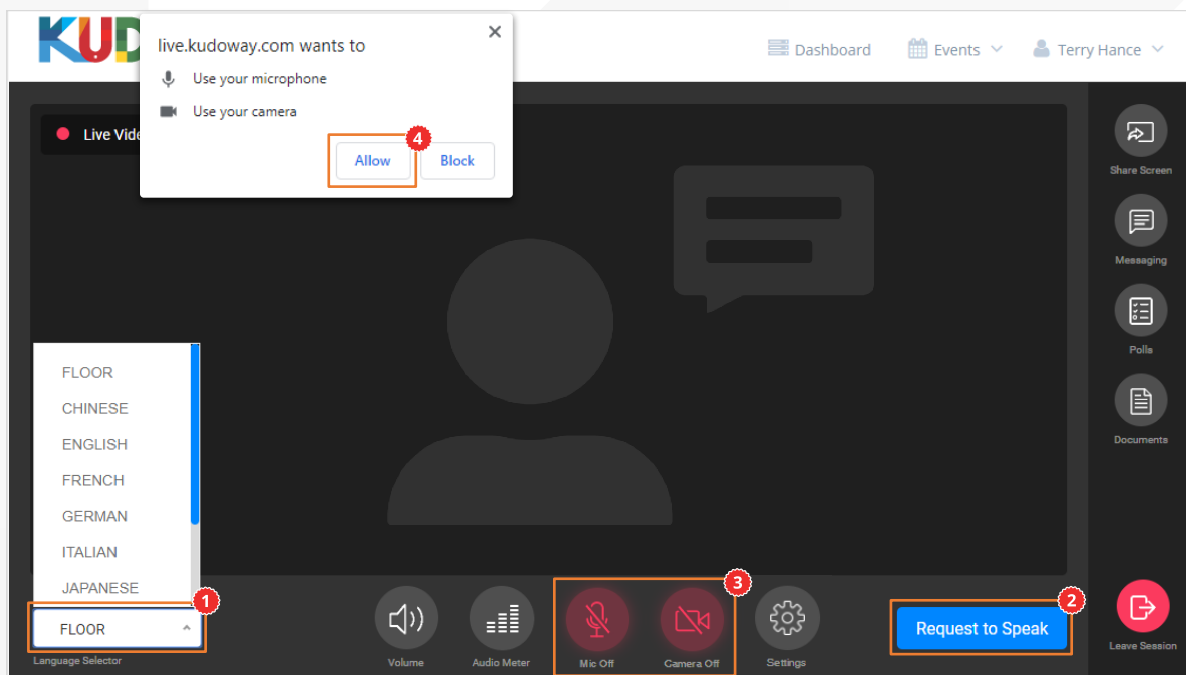
The screenshot shows the KUDO web interface for a specific session. The navigation bar is the same as in the previous screenshot. The page title is 'SESSION TITLE'. Below the navigation bar, there's a breadcrumb trail: 'Events | Event Title | Session Title'. The main content area is divided into two tabs: 'Information' and 'Documents'. The 'Information' tab is active. It shows the KUDO logo, Start Date (10 Oct 2018), End Date (10 Oct 2018), Location (New York), Time (11:00 - 18:00), Timezone (Eastern Time (US & Canada)), Languages (ENGLISH, FRENCH, GERMAN, PORTUGUESE, SPANISH), and Description. To the right of these details, there's a table with columns: Status (Live), Meeting Type (Seminar), Speaking Mode (Request), Active Mics (1), Smartphone Camera (ON), Live Video Stream To Smart Phone (ON), and Archive Mode (Individual). An orange arrow points to a 'Join' button in the top right corner of the session details area. At the bottom, there's a copyright notice: '© KUDO, Inc., 2018. All rights reserved.'

Click **Join** and you're in!



From a computer

5



Once you are in, click on **Floor** and choose your preferred **audio language** from the dropdown list. For the GFMD Webinars, the **Request to Speak button will not be available** for participants but only to the moderators and discussants.