

## Texas Department of Motor Vehicles

### GoToWebinar Access Instructions

Before you start:

- It is best to access the InfoXchange on a laptop or PC equipped with a microphone and speakers – this will allow you to hear the meeting and ask verbal questions without having to call in to the meeting using the long distance number provided. If you do not have a mic and speakers, dial the number provided in the meeting invitation in addition to accessing the meeting online.
- Start the access process several minutes before the InfoXchange begins to allow time for the file to download. As the software will not download the file until the host has joined the meeting, plan on TxDMV accessing the meeting 10 minutes prior to the start time.
- Note: Every GoToWebinar session has a different Webinar ID and Call in Number. You will not be able to access new meetings with previous invitations.

To access the InfoXchange:

1. Single click on the link provided in the email. GoToWebinar will lead you through the steps to access the meeting.
2. Enter Your First and Last Name and your email address to register for the InfoXchange and click the button to join.

### Information Exchange

Friday, June 7, 2013 11:00 AM - 12:00 PM CDT - [Show in my Time Zone](#)

**Webinar In Session**

test

\* First Name:  \* Last Name:

\* Email Address:

\* Indicates a required field

By clicking the "Join Webinar In Progress" button you submit your information to the Webinar organizer, who will use it to communicate with you regarding this event and their other services.

[View system requirements](#)

Your email address and personal information will be used by the Webinar organizer to communicate with you about this event and their other services. To review the Webinar organizer's privacy policy or opt out of their other communications, contact the Webinar organizer directly.

Safeguarding your email address and Webinar registration information is taken seriously at GoToWebinar. GoToWebinar will not sell or rent this information.

[View the GoToWebinar Privacy Policy.](#)

- You will receive an acknowledgement. If the Administrator has not started the session or you registered in advance, stop here until it is time for the session to start. If the Administrator has already started the session, click on the link in the window shown below and proceed to step 4.

## Thank you for registering

**Registration Complete**

You have successfully registered for the following Webinar:

**InfoXchange**  
Tuesday, July 9, 2013 9:50 AM - 11:30 AM CDT

[Add to your Outlook calendar.](#)

A confirmation email has been sent to you.

---

- At the time above, click this link to join the Webinar:  
<https://www2.go2meeting.com/join/115123690/106212906>

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

- You will be connected to audio using your computer's microphone and speakers (VoIP). A headset is recommended.

Or, you may select Use Telephone after joining the Webinar.  
Toll: +1 (646) 558-2121  
Access Code: 715-497-619  
Audio PIN: Shown after joining the Webinar

Webinar ID: 115-123-690

**System Requirements**

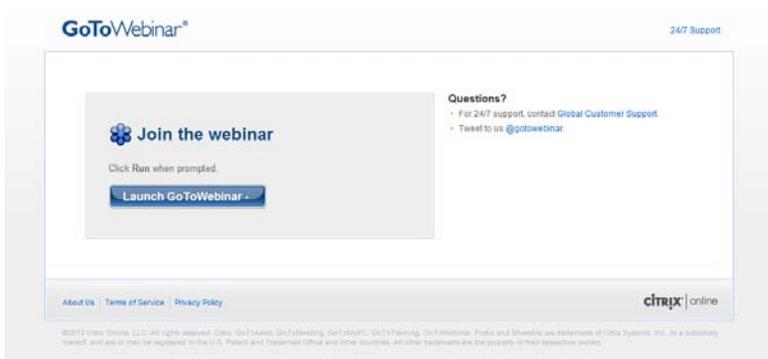
PC-based attendees  
Required: Windows® 7, Vista, XP or 2003 Server

Macintosh®-based attendees  
Required: Mac OS® X 10.6 or newer

Mobile attendees  
Required: iPhone®, iPad®, Android™ phone or Android tablet

Read our [Audio Checklist](#) for tips on using your computer's microphone and speakers with GoToWebinar.

- Click **Launch GoToWebinar** on the Join the webinar window.



GoToWebinar® 24/7 Support

**Join the webinar**

Click Run when prompted.

**Launch GoToWebinar...**

**Questions?**

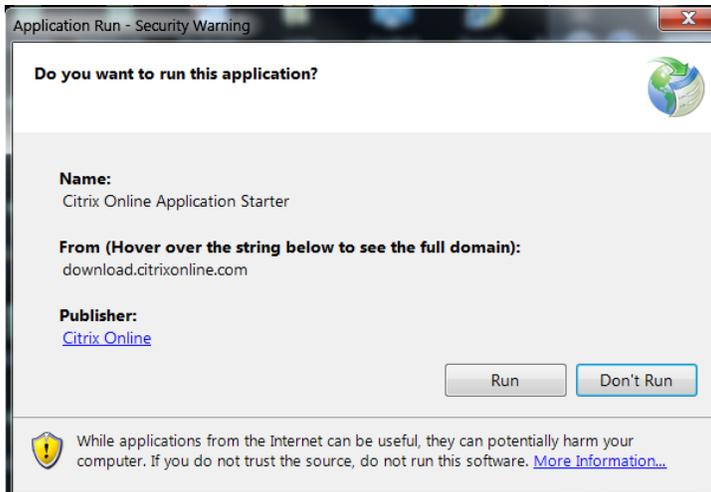
- For 24/7 support, contact [Global Customer Support](#).
- Tweet to us [@gotowebinar](#).

[About Us](#) | [Terms of Service](#) | [Privacy Policy](#)

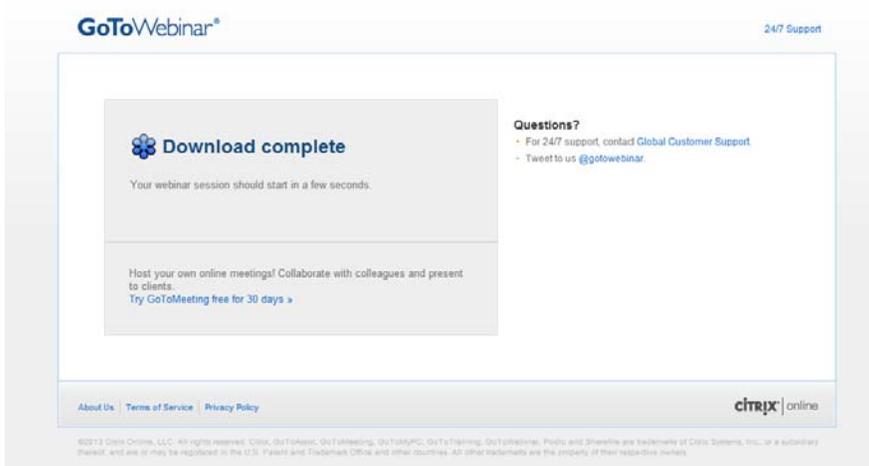
**citrix** | online

©2013 Citrix Online, LLC. All rights reserved. Citrix, GoTo, Launch, Go2Meeting, GoToAssist, GoToTraining, GoToWebinar, Prods and Services are trademarks of Citrix Systems, Inc., or a subsidiary thereof, and are or may be registered in the U.S., Patent and Trademark Office and other countries. All other trademarks are the property of their respective owners.

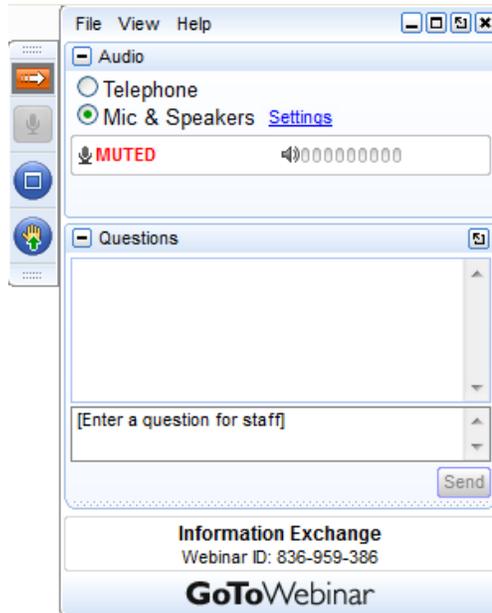
- When prompted, click **Run**. (If you are prompted to, click **Save File**. Then double-click the file in the Downloads window and click **Run**.)



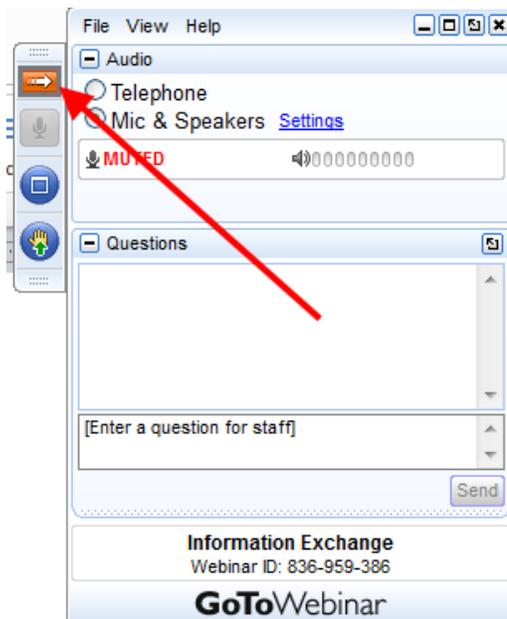
- You will receive a confirmation when the download is complete and the session will begin shortly.



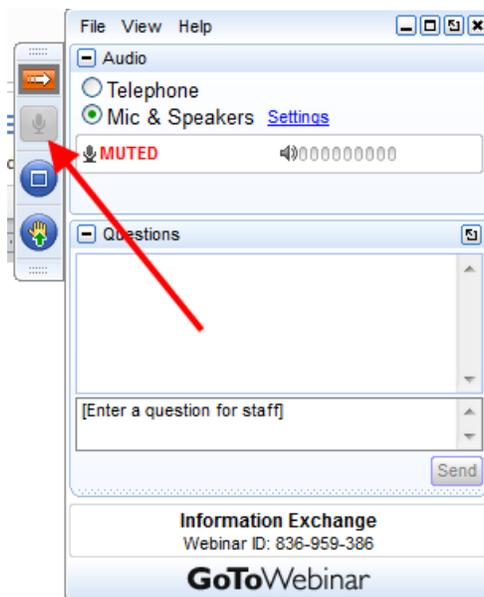
- The Webinar Administrator's screen will display. Your Control Panel will appear on the right side of your screen.



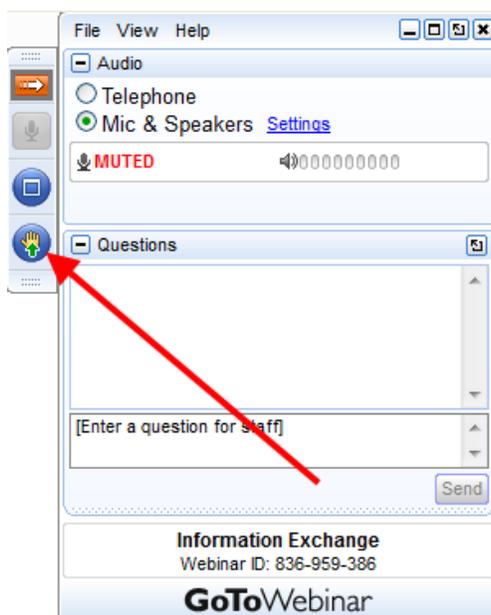
- Note the options on your Control Panel.
  - The red arrow icon can be used to open or close the Control Panel.



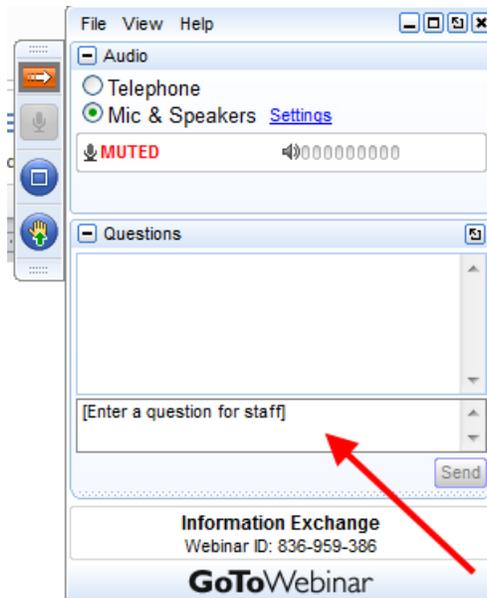
- The Microphone icon should be grayed out when you enter the session. As always, for the main part of the InfoXchange, we will Mute all the participants so everyone will be able to hear the walkthrough clearly.



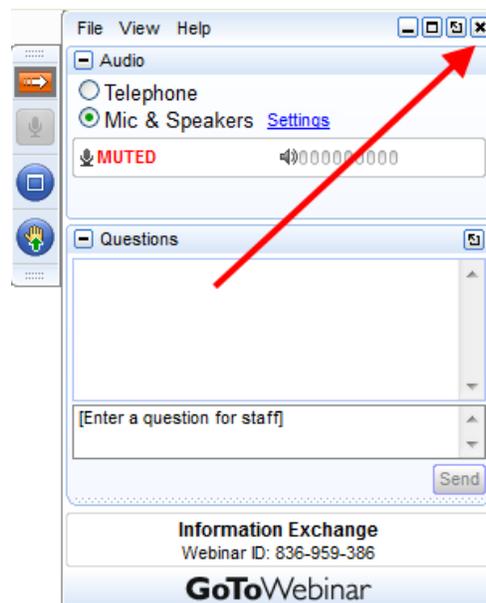
- If you want to ask a verbal question, click on the Hand icon to “Raise your Hand” to ask the question. We will see your raised hand and unmute you.



- You can type questions in the Questions area at any time during the InfoXchange.



9. When the InfoXchange is over, click on the X in the upper right corner of the Control Panel or the Webinar Viewer screen to exit the session.





- You will get a pop-up box to confirm exit.

