

JOIN AS OBSERVER GUIDE

AGM



convene

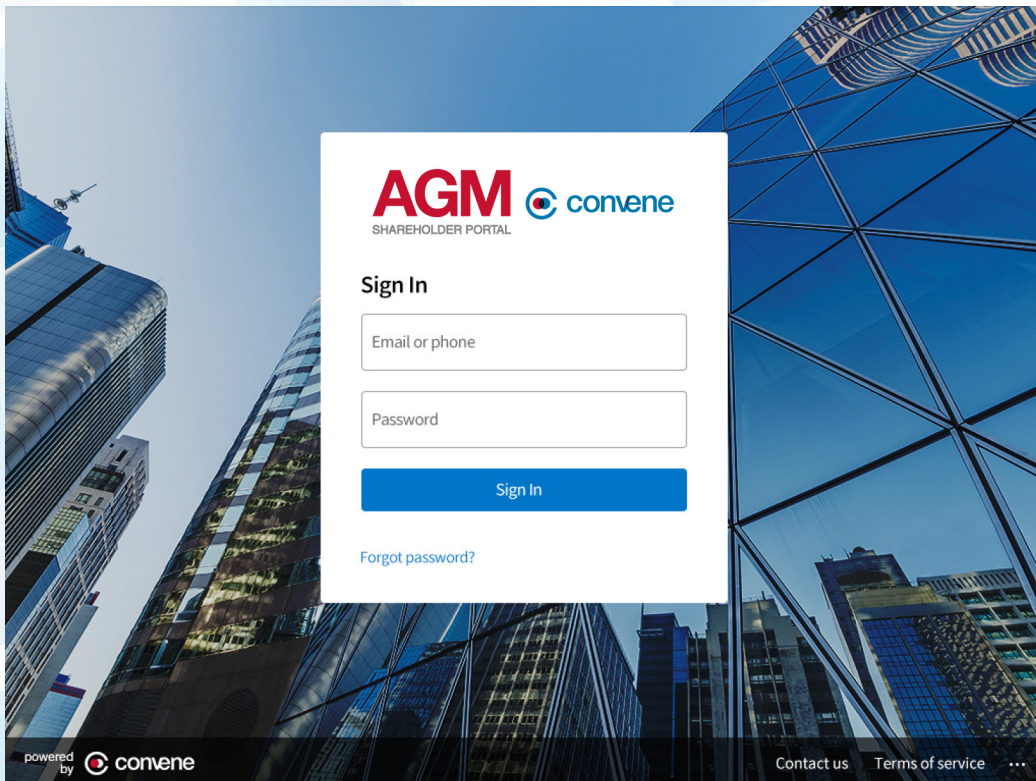


Get Started with AGM@Convene

The AGM@Convene Admin Portal allows Observers to join the Webcast on the AGM day.

In this section, you will learn how to:

1. Sign In to the Portal
2. Join the Webcast

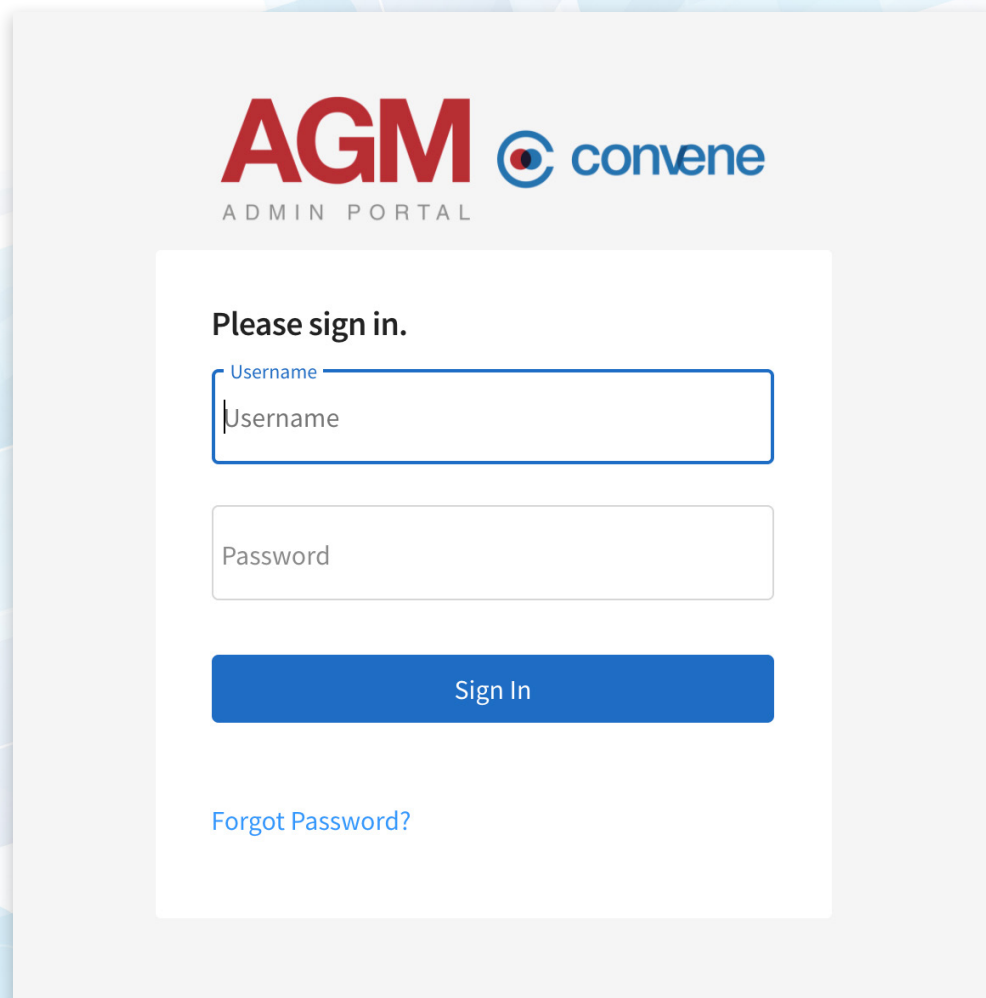




Sign In to the Portal

On the day of the AGM, the Observers can access the AGM@Convene Admin Portal to view the Webcast.

1. Visit the **AGM@Convene Portal**.
2. Enter your Username and Password.
3. Select **Sign In**.



The screenshot shows the AGM@Convene Admin Portal sign-in interface. At the top, the logo for AGM @convene is displayed, with 'ADMIN PORTAL' written below it. The main heading is 'Please sign in.' Below this, there are two input fields: 'Username' and 'Password'. The 'Username' field contains the text 'Username'. Below the input fields is a blue 'Sign In' button. At the bottom of the form, there is a link for 'Forgot Password?'.



Join the Webcast

When the Webcast has not started yet, a message saying that the AGM will start soon is displayed. If you signed in and the Webcast is ongoing, you will see two options to join the AGM:

1. Watch Live Webcast

- a. To watch the Webcast on your device, select the **Watch Webcast** button and the Live Stream will be displayed.
- b. Select the **Full Screen** button to watch in full screen.

