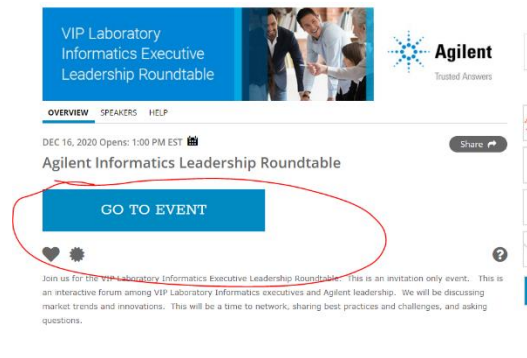# Agilent Informatics Leadership Roundtable
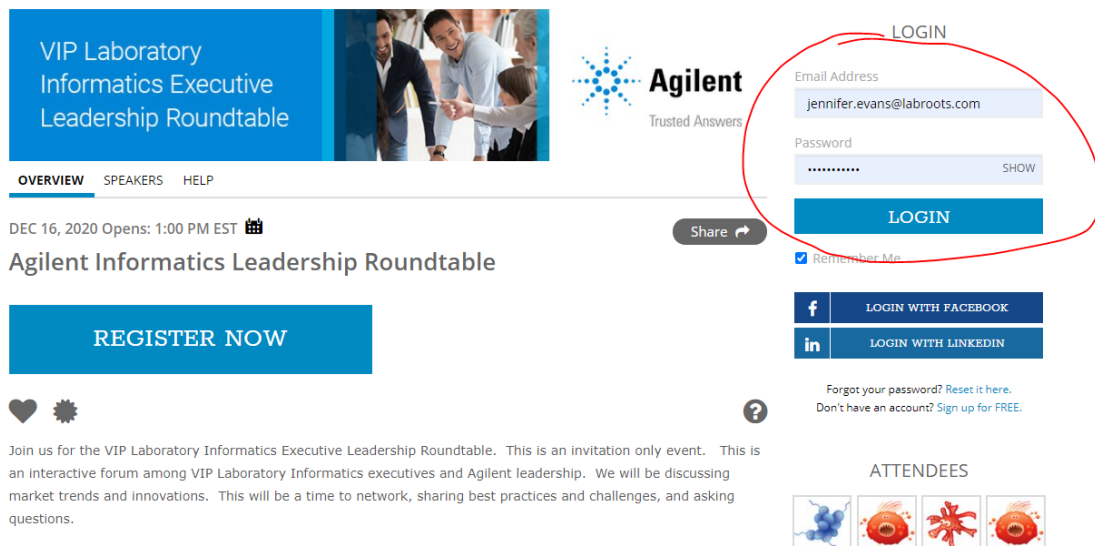
Step-by-Step

Register

1. Register for the event at: https://www.labroots.com/ms/virtual-event/agilent-informatics-leadership-roundtable

2. On Dec 16 at 12:30p EST/9:30a PST the doors will open. Click "Go to Event" button, or re-login using your previously registered information →
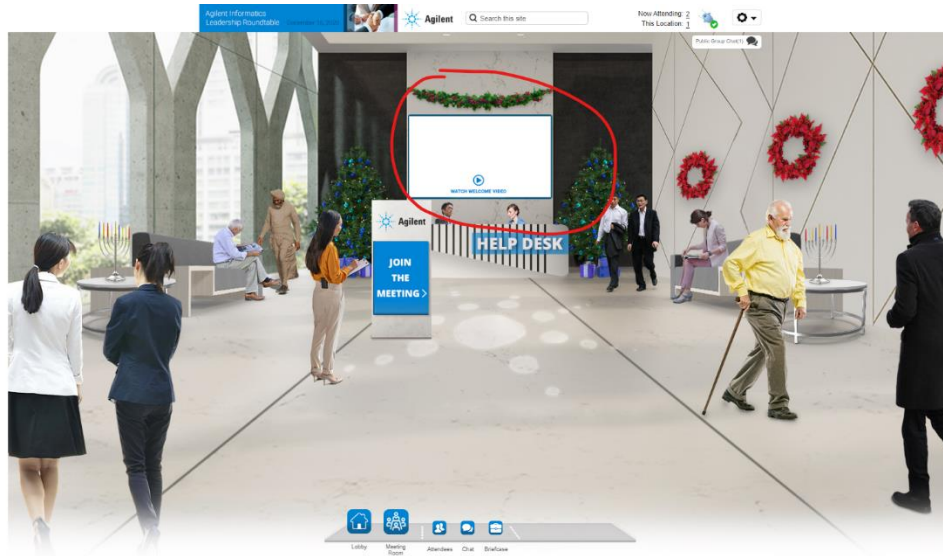
   The meeting will begin at 1:00pm EST/ 10am PST.

If you have already registered for the event and see the "Register Now" button. Please log into your account using the email address you registered with and password.
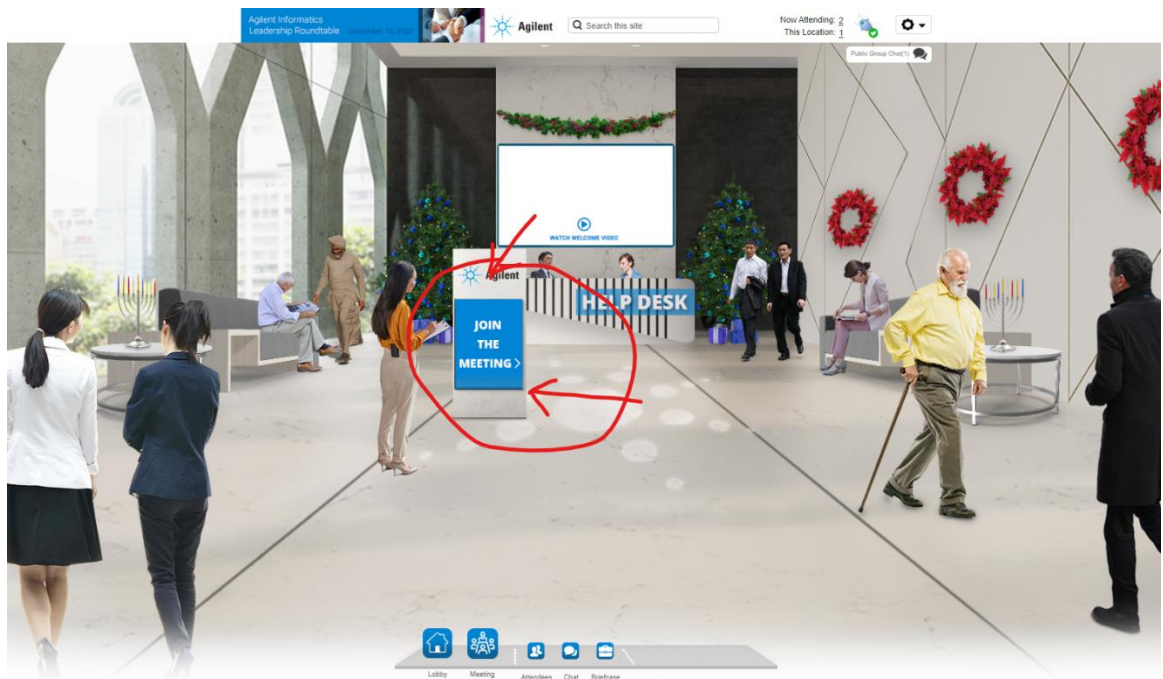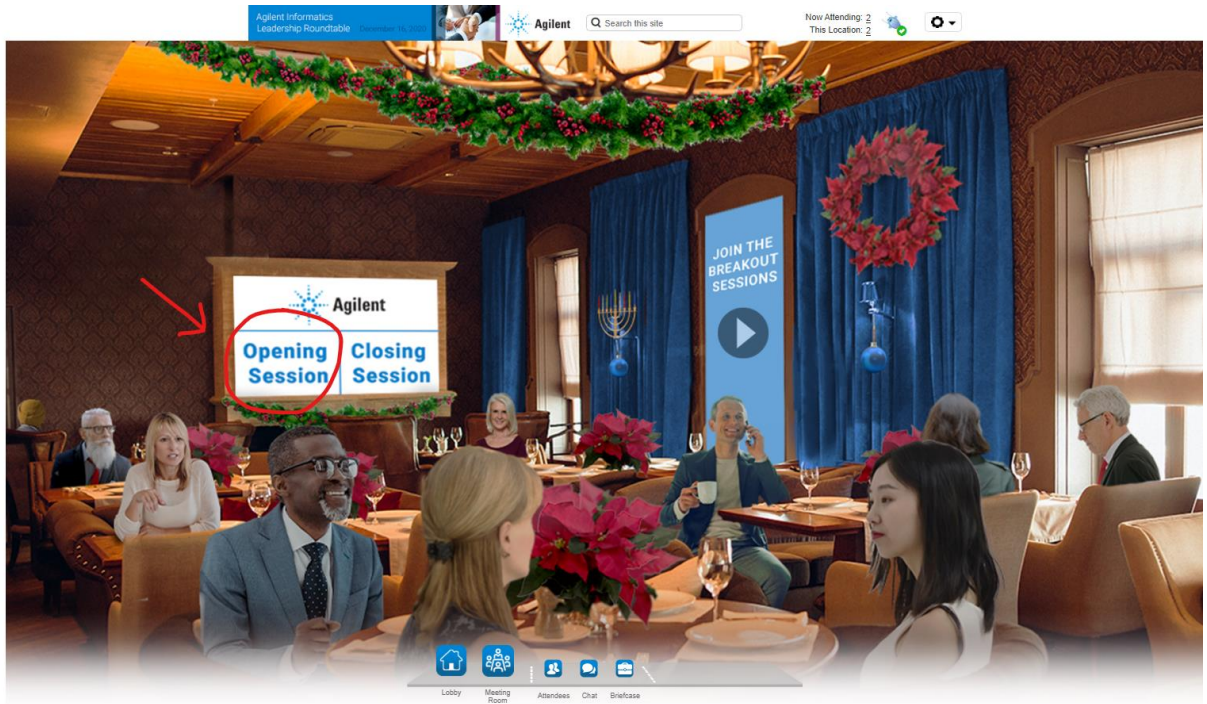
In the Virtual Event

1. When you enter the lobby, you will be prompted to play the Welcome Video, please give it a watch!
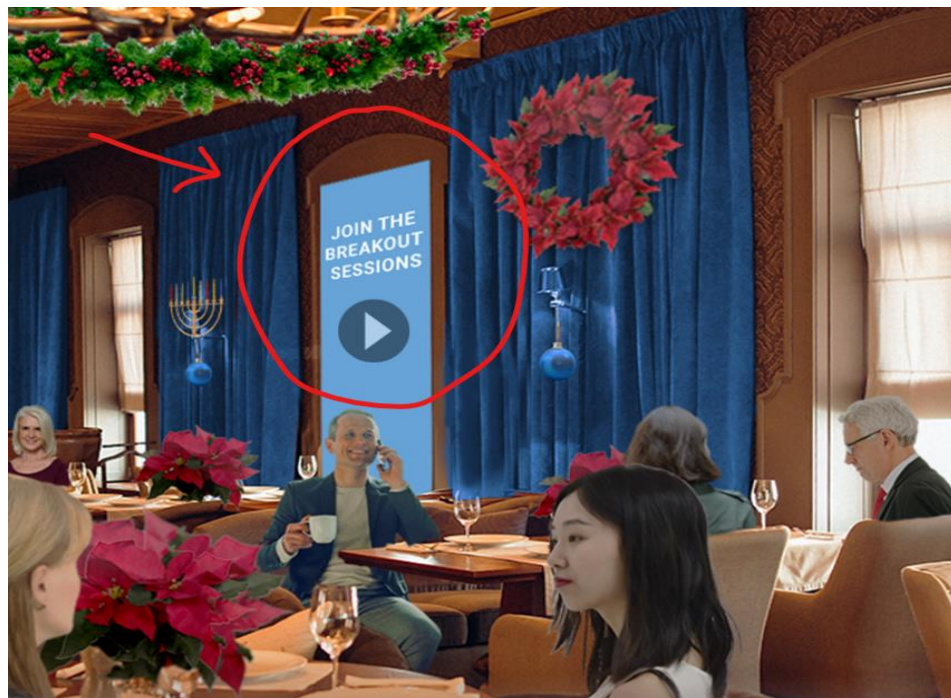

2. When that is finished, please proceed to the main meeting room by clicking the icon on the Kiosk > Join The Meeting

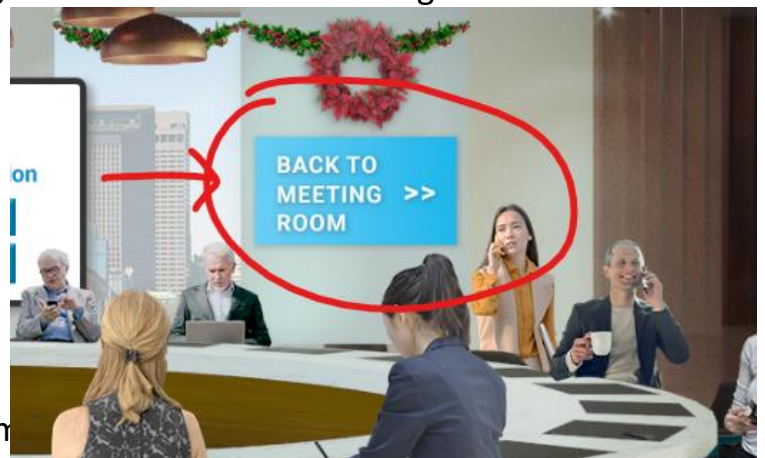3. Click "Opening Session" and join in the Main Meeting Zoom Room until that is closed.

4. When the Opening Session is closed, click "Join the Breakout Sessions".

5. Choose your Breakout Session, click to enter, participate until closing.

6. Upon closing of Breakout Session, return to the Main Meeting Room for Closing remarks and discussion.

7. Join the final Closing Session Zoom

Note: If you have the Zoom app downloaded already, it typically automatically pops open into the application. Just make sure to go back to the virtual environment when the session closes.

If you do not have the Zoom app downloaded or want to join this way, please feel free to join via browser window to stay within the environment. A simple User Interface Document can be accessed here, for assistance.

Enjoy!