

ADDENDUM #2

How to Access and Ask a Question at the COCHI

Information Session Tuesday, October 20th 2020 at 10:00 a.m.

How to Access the Session on a Personal Computer

1. Fifteen minutes before the event at 9:45 a.m. click on event link or check the Housing Secretariat's webpage for event link:
<https://toronto.webex.com/toronto/onstage/g.php?MTID=ea533edceefa03274c12780b18ad8f656>
2. Click on link and then enter the password: **Toronto**
3. You will then be able to proceed to join the event

How to Access the Session on a Personal Phone

1. Dial in number: **416-915-6530**
2. Press **1** to select English
3. Enter the access code: **133 440 8749**
4. Press **pound**

How to Ask Questions at the Session via WebEx

1. Locate the Q & A tab on the right side of your screen
2. Write in your question and press send

3. City staff will then proceed to read and answer your question

The screenshot shows a web interface for a Q&A system. At the top, there is a navigation bar with a dropdown menu labeled 'Q&A' (circled in red) and a close button 'x'. Below this, there are two tabs: 'All (0)' and 'My Q&A (0)' (the latter is highlighted with a blue underline). A text input area contains the placeholder text: 'Select a question, and then type your answer here. There is a 256-character limit.' At the bottom right, there are two buttons: 'Send' (circled in red) and 'Send Privately...'. A vertical sidebar on the left contains a grey bar and a black bar.