



Alignment ABC WebCast





Wellness Home Network ABC WebCast/Call

Hosting a WELLNESS NETWORK Web Cast with WebEx:

(see Wellness Home Network ABCWebCast/Call Guide in the Platinum Tool Box for greater details)

1. Go to www.thewellnessnetwork.com
2. Click on **ON STAR Schedule**
3. Click on link that says: **Click Here to Enter the Wellness Network Web Meeting Room**
4. As the host who starts the Web Cast Meeting, you must click the link – it will say:

“If you are The Wellness Network , [click here](#) to see more options.”

1. The username is: **thewellnessnetwork** (it should already be in the space)
2. Password is: (contact IDS at info@idssolutions.ca for the password)
3. When in, click on **Meeting Center** in the top Blue menu bar
4. You will see ALL the Web Meetings scheduled for the entire day
5. Click on the Web Cast you wish to Launch
6. Click **“start now”**

The Meeting is now started – give it a couple meetings to get started, once you see the enter Conference Line Box, you can close that box and the Web Meeting is live and ready to go.

To Upload a PPT:

1. Click on **SHARE**
2. Click on **Presentation/Document** – then **Browse** and open the PPT you wish to open the same way you would in opening any PPT on your computer.
3. To advance Slides: use the arrows to advance forward and backwards. If the slides not do advance, be sure to click your mouse on the PPT image first, then try to advance again.

To Start Your Video:

You will see a **VIDEO** panel close to the top right of your screen – double click on it. If your webcam is set up, the Web Ex will automatically detect it and will activate your camera. You can control the video and show other people if you wish – click on the arrow under the video panel and click the participant you wish to view.

NOTE: click on **Options** under **Video**, be sure to set your Frames Rate Speed to 15. Click save/apply – this will help your camera work better.

When to Start:

I recommend you Start the Web Cast 15 minutes prior to the time scheduled for the Meeting. Once you opening the Web Cast – upload your PPT, add a welcome/Hello message in the **CHAT** box and then you can continue doing any work until the meeting starts. DO NOT close the meeting, simply minimize it, or bring up other work over top of the meeting – participants will NOT be able to see anything you are working on – only what is on the webcast page. Just before the meeting starts, call into the Conference Call line – using Skype or your phone – and then open and activate your camera. You can now begin. To mute the Conference Call line if needed hit *5 - *5 again to open call again. *6 to self mute line.

Closing Web Cast:

You can end the Call by hanging up the phone and close the Web Cast window to end the Web Cast.



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To Connect:

Call in number 1-641-594-7001

Guest Code 6570#

Host Code 3880#

Guest Joins Web Cast: On Star schedule at www.thewellnessnetwork.com/calls

Web Cast Password: wellness

HOST of the Alignment ABC WebCast:

Call Begins - Preamble of welcoming callers as they join the call. (5 minutes)

"Hi, my name is_____." Share a short version of your Personal Success Story and the purpose of the WebCast.

- Present the Aligning with Success PPT presentation

-Afterwards – direct people to complete the Wellness Trak Workbook and the rest of the steps in the Alignment Phase. Explain, once they have completed this, they will be ready to launch their business. Also, remember to direct them to the next BIG event.

NOTE: Be sure to use this opportunity to validate the role and competence of the Golds and Silvers in being able to guide them toward an understanding and successful Launch of their business.

SETTING UP YOUR OWN BROADCASTING CENTRE:

To Create your Own Conference Call Number:

Call CPS Communications at 1-888-888-9962 or go to www.freeconferencecall.com

To Set up a WebEx Web Cast License:

Email your request to info@idssolutions.ca . There is a minimal monthly subscription cost. IDS and WebEx will also provide complete training on the set up and features of web casting.

How your Team can Participate:

You will give your team your conference call number with access PIN number and your personal WebEx Meeting Room on-line address. Here they will find your scheduled web cast meetings. From your meeting set up features, you can also create emails to send out with all the instructions and link to join your upcoming web cast.

