

# **How to Access the Live Broadcast Phone Number and PIN Code**

## **If you have already registered for the teleclass**

1. Connect to [www.webbertraining.com](http://www.webbertraining.com)
2. Click on Member Login
3. Enter your Username and Password and click on Enter. If you cannot remember your Username or Password, click on "Forgot Your Password" and enter your e-mail address. Your Username and Password will be immediately e-mailed to you.
4. You will now be in your Member's Page and you should see listed there all of the teleclasses for which you have already registered. There will be a link for "Notes/Recordings" to the right of the teleclass title.
5. Click on that link.
6. The next screen will list the Live Broadcast Phone Number and PIN code along with other information, including the links to the slides and handouts for the teleclass.

## **If you have not registered for the teleclass**

Register for the teleclass, or contact Paul Webber [paul@webbertraining.com](mailto:paul@webbertraining.com)