## Webinar Registration Confirmation Sample

The following message is sent automatically to each person when they register for a webinar.   
A reminder message is also sent the day before the webinar.

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| Dear [Participant Name],  This is a confirmation of your registration for the upcoming WebJunction event, Grace Under Pressure: Tips and Tricks to Cultivate a Positive Approach. Please use the link shown below to join the event. Plan to join at least 10 minutes before the scheduled starting time to get fully set up and instructed on how to use the web conferencing tools.   The slides for the webinar will be posted to the event page on [WebJunction](http://www.webjunction.org/events/webjunction/Grace_Under_Pressure.html) the day before the session.   We look forward to seeing you online!   -- The WebJunction Team   Grace Under Pressure: Tips and Tricks to Cultivate a Positive Approach Date and Time: Tuesday, November 12, 2013 2:00 pm, Eastern Standard Time (New York, GMT-05:00) Event number: 719 418 937  ------------------------------------------------------- To join the online event  ------------------------------------------------------- [Click here](https://oclc.webex.com/oclc/onstage/g.php?d=719418937&t=a&jf=1&rId=&EA=gutscheb%40oclc.org&ET=5151dff7a7f4cc35af528bd82b517137&ETR=84ba80f3f6e5a0588f5499338a615dc8&RT=MiMxMQ==&p) to join the online event. Or copy and paste the following link to a browser:  <https://oclc.webex.com/oclc/onstage/g.php?d=719418937&t=a&jf=1&rId=&EA=gutscheb%40oclc.org&ET=5151dff7a7f4cc35af528bd82b517137&ETR=84ba80f3f6e5a0588f5499338a615dc8&RT=MiMxMQ==&p>  Please note: Audio for the session will stream over your computer's speaker or headset. If you encounter audio difficulties you may join by telephone after you enter. ------------------------------------------------------- For assistance ------------------------------------------------------- See [Help/FAQ](http://www.webjunction.org/about-us/help.html#webinar_registration) for information on joining the event and for common troubleshooting tips. You can contact WebJunction at: [info@webjunction.org](mailto:info@webjunction.org)   Or contact WebEx by phone: 1-866-229-3239 and provide them with this Event Number: 719 418 937.   IMPORTANT NOTICE: This WebEx service includes a feature that allows audio and any documents and other materials exchanged or viewed during the session to be recorded. By joining this session, you automatically consent to such recordings. If you do not consent to the recording, discuss your concerns with the meeting host prior to the start of the recording or do not join the session. |