



IMPORTANT WEBINAR INSTRUCTIONS

Dear Colleague,

Thank you very much for registering to attend our webinar **“Beyond the Dollars and Cents: Key Considerations for a Successful Merger/Acquisition”** presented by Capstone Marketing and Talent Won't Wait.

The webinar is scheduled for:

Wednesday, October 31, 2018

2:00-2:45 p.m. Eastern

(That's 1:00 p.m. Central, 12:00 p.m. Rocky Mountain, 11:00 a.m. Pacific)

Here are some useful tips to get the most out of the webinar:

- Reserve a conference room and set up a data display and computer so all your team members can watch the presentation.
- During the webinar you can submit questions using the Chat box in the lower left corner of the screen.
- The telephone lines will be unmuted at the end for Q&A.
- If you'd like to preserve your privacy, you may use a screen name or only your first name when logging in.

For this webinar, we'll be using Adobe® Acrobat® Connect™ Pro Meeting.

This fast-paced webinar will start promptly at 2:00 p.m. Eastern. *Please connect 10-15 minutes in advance for a tech check. We will not be able to handle service or support requests during the session.*

To join the meeting:

- 1) Point your web browser to:

<http://capstonemarketing.adobeconnect.com/mergers>

<https://capstonemarketing.adobeconnect.com/mergers/>

- 2) Type your name and “Enter as a Guest.”

Beyond the Dollars and Cents: Key Considerations


☒ Enter as a Guest

Name

By entering a Guest Name and clicking "Enter Room", you agree that you have read and accept the [Terms of Use](#) and [Privacy Policy](#)

Enter Room

☐ Enter with your login and password(Required for hosts, recommended for registered users)



(You don't need a login or a password.)

- 3) Click “Enter Room.”

If you would rather use your telephone for the **audio** connection rather than VOIP (audio via your computer speakers) dial on your telephone: **1 (800) 832-0736**. You will be asked to enter Room Number: **9516215**.

If you've ever attended an online web conference, you should feel very comfortable with the state-of-the-art Adobe Acrobat technology. But if you'd like to pre-test your system (it takes less than a minute), or if you need additional help, please click:

https://admin.acrobat.com/common/help/en/support/meeting_test.htm

Following the webinar, you will be invited to complete a very brief feedback survey. We would appreciate it if you would take a few minutes to let us know your thoughts about the session. We are committed to continuous improvement.

Watch your email for additional reminders from Capstone Marketing and a link to download the slide deck for the webinar. Meanwhile, we look forward to a fun, focused meeting with you.

Sincerely,

Jean Caragher
Capstone Marketing

Kevin Waits
Talent Won't Wait

P.S.: If you have any additional questions or requests before the webinar, please don't hesitate to contact Jean (at jcaragher@capstonemarketing.com, or 1-727-324-3379) no later than 30 minutes prior to the program.

P.P.S. This webinar will be recorded.