

Online Meeting & Voting Guide



Australian Indigenous Doctors' Association AGM 2020

Registration Open

Friday 9th October 2020

Online AGM Starts

Saturday, 31 October 2020
1:00 PM (AEDT)

Vero AGM and Voting are accessible on both desktop and mobile devices. Vero Voting will send you an invitation to attend the meeting via email.

To participate online you will need to:

- Ensure your browser is compatible – Vero Voting supports the latest versions of Chrome, Safari, Firefox, and Edge; or
- Visit the meeting link above on your desktop or mobile device.
- Login using the process below to review all documents and information about the AGM
- To ask questions, you can do so prior to the meeting the **Q&A** tab. Questions submitted prior to the AGM must be received by **28th October 2020, 5 PM AEDT**.
- You can lodge your Proxy online through the electronic Form (Proxy tab) or download the proxy form.

Logging in to Register, Watch and Vote


REGISTER

Each member will receive an email with a direct access link unique to you. Click to access the portal and click YES or NO to register your attendance.

WATCH

Video stream will be active when the meeting starts.

VOTE

When the vote is open, click  and select your preferred voting option

Support

If you have any questions, or need assistance with the online process, please contact Vero Voting on 1300 702 898 between 8.30am—5.00pm Monday to Friday (Australian Western State Time) or email support@verovoting.com.au.

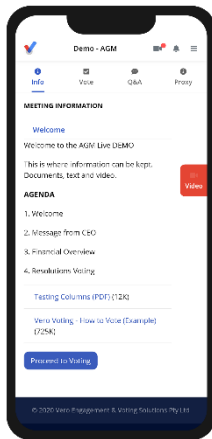
Using Vero AGM



1. Signing In (on your mobile or desktop computer)

- You will be provided with AGM information via email by Vero Voting.
- Click the unique link provided by Vero Voting via an email.
- Ensure your browser is compatible – Vero Voting supports the latest versions of Chrome, Firefox, Edge, and Safari.
- Register your attendance.

Note: If you misplace the information above, call 1300 702 898 for tech support.

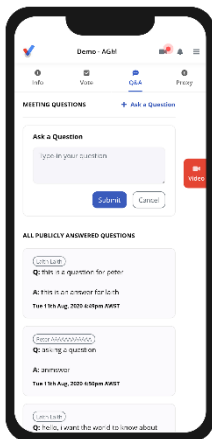


2. Attending and Watching the Meeting

- Make sure you have a good stable internet connection.
- If you are on a mobile select the **video** icon on the right side on the screen.
- Press unmute and play to start watching your AGM.
- You have the option to view full screen and adjust volume.

Recommended Browsers

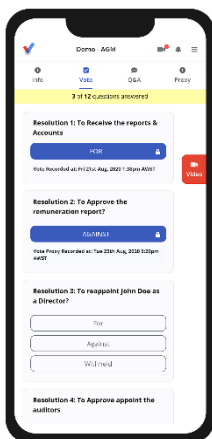
- > Desktop/Laptop: Chrome, Firefox, Edge, or Safari (latest versions)
- > Mobile iOS (12.2+): Safari Mobile
- > Mobile Android (6.0+): Chrome Mobile



3. Asking Questions (Q&A)

- To ask a question *prior* press the Q&A
- Start typing your question in the box and when done, click Submit. Once sent, it will appear in the column with the icon "NEW".
- Once you have submitted your question, it will be flagged as one of the following statuses:

- Approved** This status appears when your question will be answered below your question.
- Answer after meeting** This status appears when your question will be answered after the meeting.
- Support** This status appears if your question is regarding a support issue. Support personnel will reach out to answer your question.



4. Voting

The voting starts when the meeting Chair opens the poll. From your screen, you can see the resolutions and voting choices set.

- To vote, click on the Vote tal Vote to navigate to the Voting page.
- Simply select your options to cast your vote for each question.

For more assistance with the online processes, contact 1300 702 898 or email support@verovoting.com.au