



# Welcome to our new webconference channel

Improved access to our upcoming and recorded webconferences

## What is a channel?

A channel consolidates all the upcoming, live and on-demand replays for your region in one central location.

## Why do I need to register for this service?

Registering for the service and then subscribing to our channel is designed for your convenience. Once registered you can easily access all of our webconference content and receive updates on upcoming webconferences.

**Remember:** you only need to register once, and registration is directly with BrightTalk.

## Is my personal information shared?

Your personal details are shared only with the owner of the channel that you subscribe to, in this case J.P. Morgan Asset Management Australia.

## Can I view webconferences via my computer?

Yes. All viewing and listening can be done via your computer. A phone line is not required. To view our webconferences you will need:

- An internet connection
- HTML5
- The ability to stream audio

Please click here to test your pc

<https://www.brighttalk.com/help/viewers/systemtest>

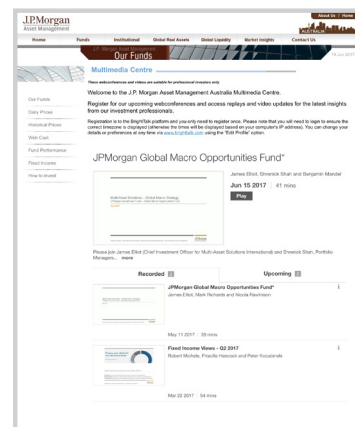
## What time zone are the webconference times listed in?

Prior to registering, the time zone displayed will be in sync with your computer's IP address. This may not be the same as your office location.

Once you have registered and set your time zone preference in your profile settings all times displayed will be correct providing you are logged in.

## CPD Points

Going forward, for accredited webconferences, only those who are registered and attend our webconferences or watch our replays via the web will be allocated CPD points. If you choose to listen ONLY via audio dial in, we will be unable to accredit you with CPD points as the phone lines will not be managed by an operator.



# Welcome to our new J.P. Morgan Asset Management Australia webconference channel

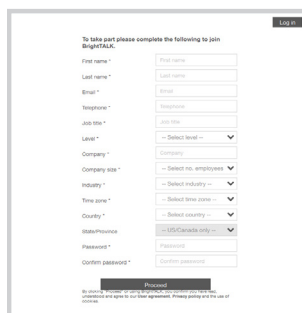
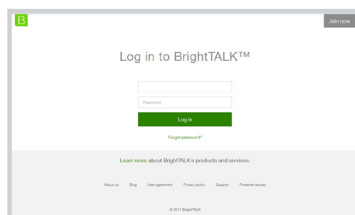
HOW DO I?...



## How do I subscribe to the channel?

The channel can be accessed at: [www.jpmorganam.com.au/wps/portal/auec/multimedia-centre](http://www.jpmorganam.com.au/wps/portal/auec/multimedia-centre)

- On your first visit if you click 'Play' or 'Attend' a new window will open up with a registration form. This is a one-time registration and you will be remembered the next time you visit from your pc. Enter your details as required and you can begin attending upcoming webconferences and watching replays
- The first time you register you will be prompted to confirm that you are a professional investor



- Once you are registered you will be automatically subscribed to the J.P. Morgan Asset Management Australia channel and you will be able to access all our content.



## How do I attend a live webconference?

- You can register to attend any of the upcoming live webconferences by clicking 'Attend' on this link: [www.jpmorganam.com.au/wps/portal/auec/multimedia-centre](http://www.jpmorganam.com.au/wps/portal/auec/multimedia-centre)
- After confirming that you wish to attend you can choose to add the webcast to your email calendar
- You will also receive two email reminders from BrightTalk: the first email will arrive 24 hours before the event and another 15 minutes before. You can elect not to receive email reminders by editing your profile
- Attend the live webcast by returning to the channel page ([www.jpmorganam.com.au/wps/portal/auec/multimedia-centre](http://www.jpmorganam.com.au/wps/portal/auec/multimedia-centre)) and clicking the 'Enter' button or via the link in the confirmation or reminder email. You will be able to enter the webcast up to five minutes before it goes live



## How do I search for a webconference on a topic that interests me?

- Simply use the scroll bar to find one of interest in the full list of available replays



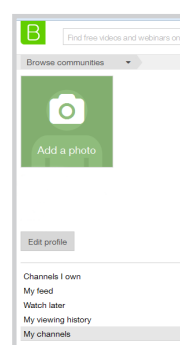
## How do I watch a replay?

- Replays are available a few minutes after the live webconference has completed
- Once you have located the webconference replay, click 'Play'



## How do I edit my profile?

- Go to [www.brighttalk.com](http://www.brighttalk.com) and make sure you are logged in to your profile
- Click 'Edit Profile' at the top left of the frame
- Amend any fields necessary and click 'Save changes'



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## HOW DO I?...



### How do I change my email preferences?

- Go to [www.brighttalk.com](http://www.brighttalk.com) and make sure you are logged in to your profile
- Click 'Edit Profile' at the top left of the frame
- Select 'My email preferences' in the green box on the right and select the emails you wish to receive and then click 'Submit'

▶ Change password  
▶ My email preferences  
▶ Delete me from BrightTALK™



### How do I login if I forget my password?

- Simply click the forgotten password link on the login screen



### How can I unsubscribe from a channel?

- Go to [www.brighttalk.com](http://www.brighttalk.com) and make sure you are logged in to your profile
- Click 'My channels' from the left hand side of the frame
- The channels you are subscribed to will be listed on the right with an 'Unsubscribe' option



### How can I easily share a webconference with my email contacts?

- If it is a replay click 'Play' and from the black banner at the top of the replay page click 'SHARE THIS'
- If it is an upcoming webconference, then select the 'INVITE YOUR CONTACTS' button
- A great way to share with your colleagues is to upload your own contacts file into the webconference from the 'Invite your contacts' share feature
- Once you have uploaded your contacts you can select from the uploaded list who you want to share with. You can then complete and send your message
- You can upload the following contact file formats: .csv and .vcf

## NEXT STEPS

If you have any issues, questions or feedback related to the J.P. Morgan Asset Management Australia Channel please email [jpmorgan.funds.au@jpmorgan.com](mailto:jpmorgan.funds.au@jpmorgan.com)

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