GoToWebinar Control Panel – Open/Close

• The GoToWebinar control panel is on the right side of your screen.
• You can close your panel by clicking the orange arrow on the Grab Tab.
• You can open it back up by clicking the orange arrow again.
• You can move the Control Panel by clicking and holding your left mouse button and dragging.
View Full Screen

• You can view the presentation in Full Screen by clicking the blue “Screen” icon in the Grab Tab.
Audio - Options

- From the GoToWebinar control panel, click the “Audio” drop down arrow to view your audio call in options.
- You can select the radio button for “Mic & Speakers” if you would like to use your computer for the audio portion, or
- You can select the “Telephone” radio button and the phone number you need to call, along with the Access Code and your personal pin #, will be displayed.
Questions

• At the end of the webinar we will have a time for Questions and Answers.
• Please click the drop down arrow next to “Questions” in the GoToWebinar Control Panel.
• Type your question in the white box and click “Send.”
• We will answer them in the order they come in at the end of the webinar.
New State RTAP Manager’s Toolkit and Forum

Introductory Webinar

April 22, 2014
Agenda

• Introduction – Patti Monahan
• State RTAP Manager’s Toolkit overview – Jess Wallis
• State RTAP Managers’ Forum overview – Liz Taylor
• Questions
Background

- Primer or toolkit suggested by Review Board and MTAP
  - Guide to setting up an effective state RTAP program
  - Especially for new RTAP managers
  - Online toolkit easy to access, keep up to date

- Forum is the latest networking tool for RTAP managers
  - Suggested several times that National RTAP can facilitate networking
  - Webinar series 2011-2012
  - New online forum for more frequent, informal interaction

- Use both tools and give us your feedback!
State RTAP Manager’s Toolkit

- Comprehensive guide to running State RTAP Program
  - Research, workgroup input, interviews, survey

- New Program; Enhance Program

- Current Trends

- For RTAP Managers and Contractors

- [http://webbuilder.nationalrtap.org/statertapmanager/Welcome.aspx](http://webbuilder.nationalrtap.org/statertapmanager/Welcome.aspx)
State RTAP Managers’ Forum

• A place to network, exchange information, engage in conversation, and share best practices about RTAP topics between conferences.

• National RTAP staff will monitor the Forum, but the exchange of ideas and solutions between RTAP managers is the centerpiece.

• The discussions, links and files in the Forum will serve as an online archive of information about running a state RTAP program.

• The Forum has a friendly, dynamic interface, and is run by a third-party application called Podio.
State RTAP Managers’ Forum

• Access to the Forum is by invitation only.
  – RTAP managers and contractors should receive an email by end of day
  – Access for others will be considered on case-by-case basis
  – Contact us with questions, problems, or requests regarding access

• To access the Forum in Podio:
  – When getting started - click link in invitation email
  – In the future - click button on State RTAP Managers’ Forum page of our website or go to podio.com/nationalrtaporg/state-rtap-managers-forum

• Forum set-up and instructions:
  – Webinar walk-through (recording/slides will be posted on our website)
  – Brief set-up instructions in invitation email
  – Forum Instructions document on our website and in Podio
• Unsupported browsers – Podio does not function correctly in some browsers, like older versions of Internet Explorer

• Update your browser or download a supported browser, such as:
  – Chrome
  – Firefox
  – Safari
  – Internet Explorer version 10 or higher
Questions
Contact Us

Patti Monahan  
Executive Director  
emonahan@nationalrtap.org

Rob Tassinari  
Senior Technical Director  
rtassinari@nationalrtap.org

Jess Wallis  
Resource Center Manager  
jwallis@nationalrtap.org

Elizabeth Taylor  
Project Manager  
etaylor@nationalrtap.org