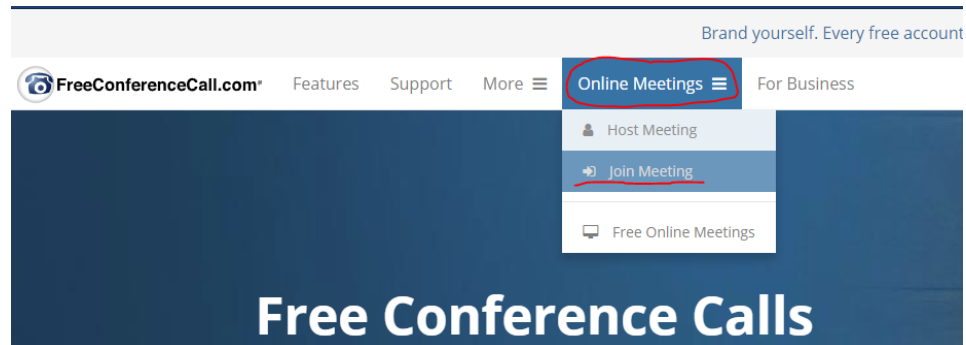
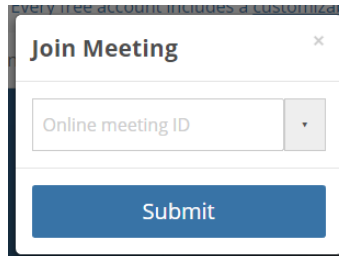


Instructions for Joining an ALP Online Board Meeting

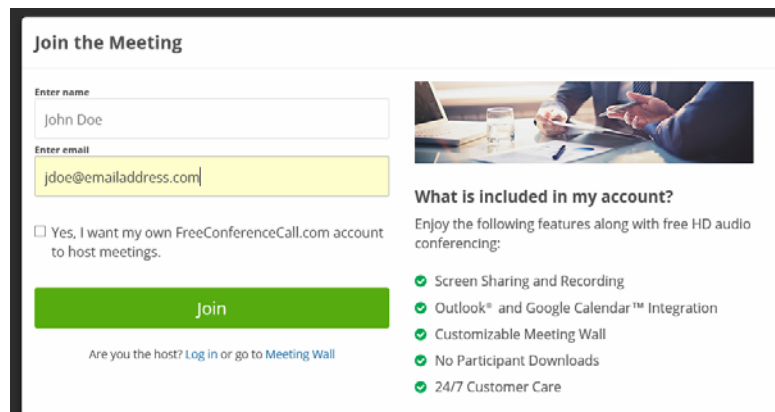
1. The first, and simplest, option is to simply join by telephone. In order to do that, just dial in using this information:
 - a. Dial-in Number: **605-475-4881**
 - b. Access Code: **483954#**
2. The rest of these instructions describe how to access from a computer. You will need a microphone on your computer in order to be able to speak. If you want video access as well (which is completely optional), you have to download the FreeConferenceCall.com software and install it, which takes just a few seconds.
3. Go to www.FreeConferenceCall.com
4. Click on Online Meetings along the top of the screen, and then Join Meeting:



5. Type in the Online Meeting ID **admin27871** and click Submit:

A screenshot of a 'Join Meeting' form. It has a title 'Join Meeting' and a close button. Below the title is a text input field labeled 'Online meeting ID' with a dropdown arrow on the right. Below the input field is a blue 'Submit' button.

6. Enter your name and email address, and leave the check box UNchecked (unless you want to set up an account with FreeConferenceCall.com), then click Join:

A screenshot of a 'Join the Meeting' form. It has a title 'Join the Meeting'. Below the title are two text input fields: 'Enter name' with the value 'John Doe' and 'Enter email' with the value 'jdoe@emailaddress.com'. Below the email field is a checkbox with the text 'Yes, I want my own FreeConferenceCall.com account to host meetings.' and a green 'Join' button. To the right of the form is a section titled 'What is included in my account?' with a list of features: 'Screen Sharing and Recording', 'Outlook® and Google Calendar™ Integration', 'Customizable Meeting Wall', 'No Participant Downloads', and '24/7 Customer Care'. There is also a small image of people in a meeting.

7. If you want to join by video, and not just audio, you have to download the FreeConferenceCall software. When you first access the online meeting, you will be prompted to do so, but that is entirely voluntary, as you can still access by audio only through your computer (assuming you have a microphone).