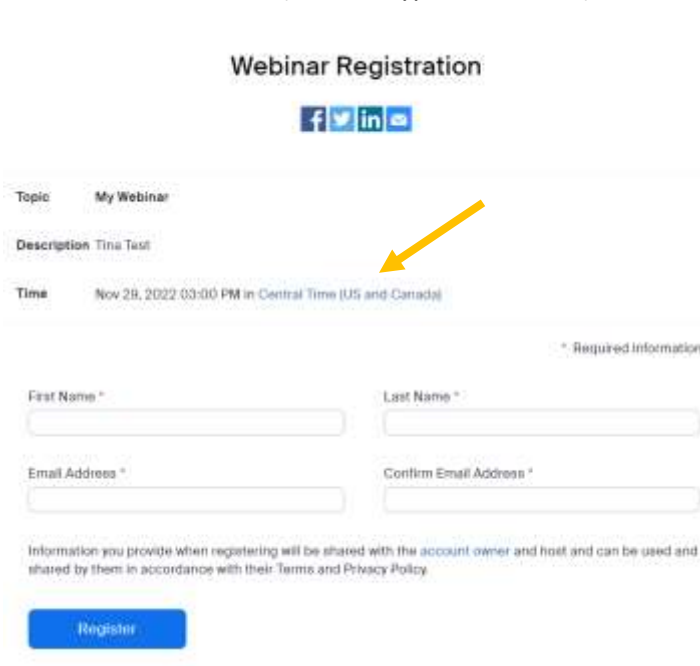


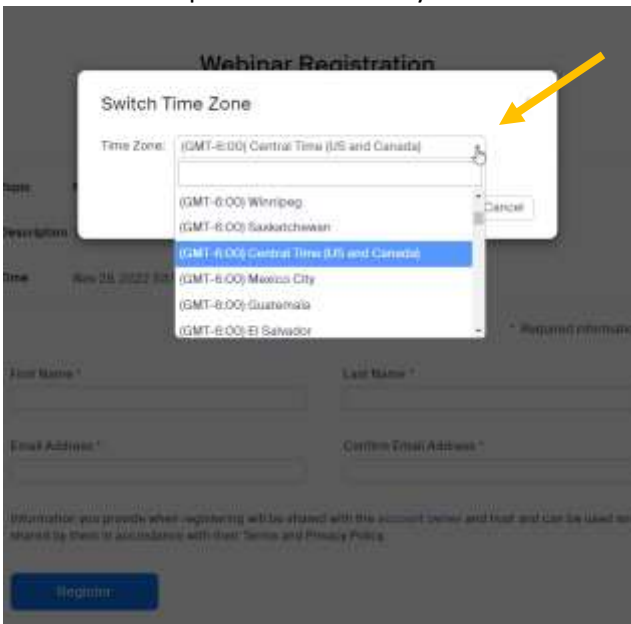
Need to change the time zone from the hosts end to yours? Follow these simple steps below:

1. Click on the Time Zone (this is a hyperlink in blue)

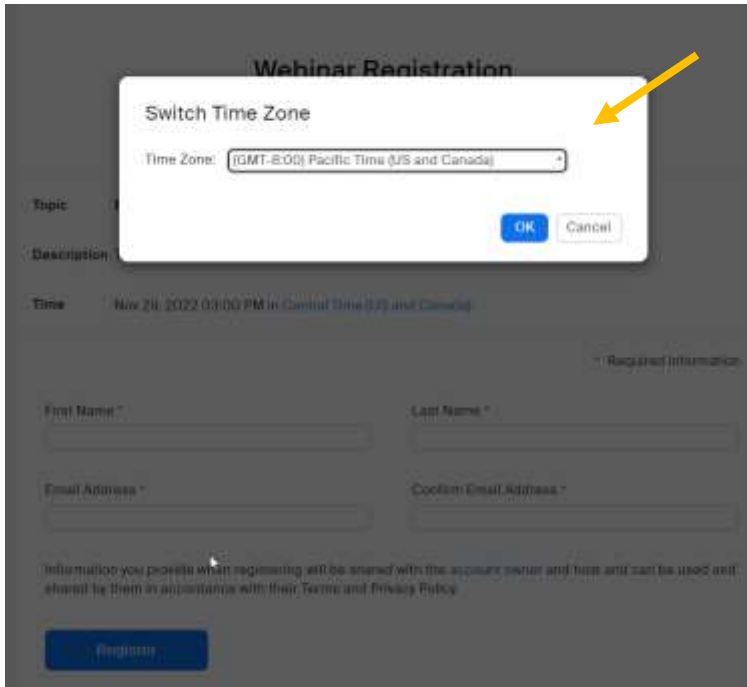


The screenshot shows a 'Webinar Registration' form. At the top, there are social media icons for Facebook, Twitter, LinkedIn, and Email. Below these, the form fields are: 'Topic' with the value 'My Webinar', 'Description' with the value 'Tina Test', and 'Time' with the value 'Nov 28, 2022 03:00 PM in Central Time (US and Canada)'. A yellow arrow points to the text 'Central Time (US and Canada)'. Below the form fields, there is a section for 'Required Information' with input fields for 'First Name', 'Last Name', 'Email Address', and 'Confirm Email Address'. At the bottom, there is a 'Register' button and a disclaimer: 'Information you provide when registering will be shared with the account owner and host and can be used and shared by them in accordance with their Terms and Privacy Policy.'

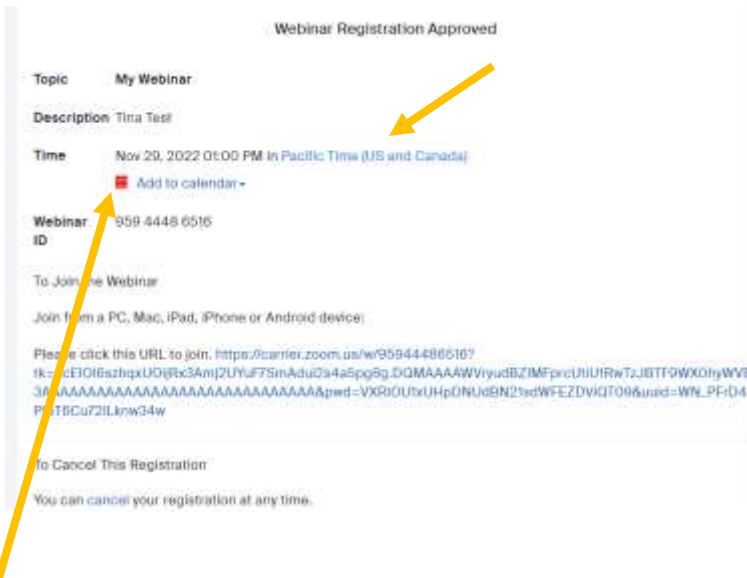
2. Click on the drop down and select your time zone.



The screenshot shows the same 'Webinar Registration' form as above, but with a 'Switch Time Zone' modal window open. The modal has a title 'Switch Time Zone' and a 'Time Zone:' label. A dropdown menu is open, showing a list of time zones: '(GMT-8:00) Central Time (US and Canada)', '(GMT-6:00) Winnipeg', '(GMT-6:00) Saskatchewan', '(GMT-6:00) Central Time (US and Canada)', '(GMT-6:00) Mexico City', '(GMT-6:00) Guatemala', and '(GMT-6:00) El Salvador'. A yellow arrow points to the dropdown arrow. A 'Cancel' button is visible in the modal. The background form is dimmed.

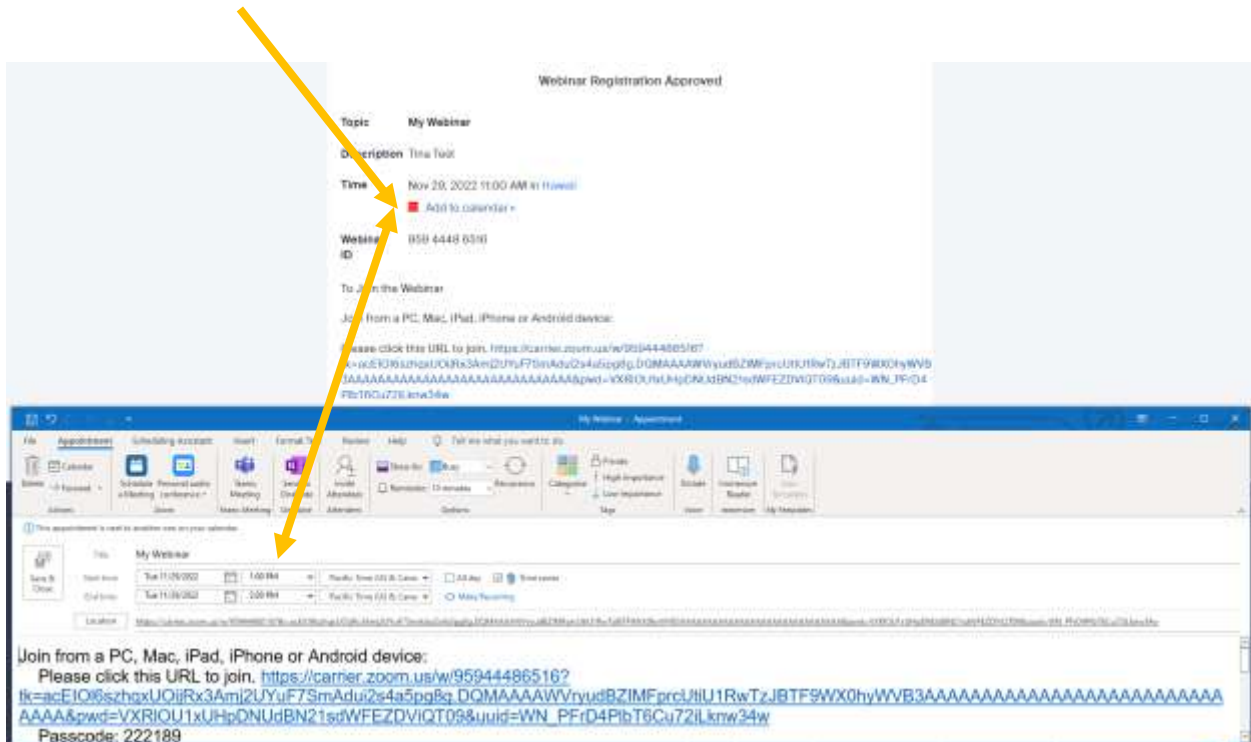


3. If you forgot to in the registration step, you can change it during the webinar registration approved. Follow Steps 1-2.



4. Now add to calendar.

5. If you forget to do the above and you click on add to calendar before changing to your time zone, your email may change it for you.



Webinar registration approved shows Hawaii @ 11:00 am

Email calendar shows 1:00 pm Pacific