## TE TUPU NGĀTAHI SUPPORTING GROWTH – PUKEKOHE TRANSPORT NETWORK PROJECT HEARING

# HEARINGS MS-TEAMS LOGIN INFORMATION

Monday 11 through Tuesday 19 February 2024

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# Microsoft Teams Need help?

# Join the meeting now

Meeting ID: 420 076 560 328

Passcode: uYZVH8

### Dial-in by phone

+64 9-886 8067,,560291016# New Zealand, Auckland

Find a local number

Phone conference ID: 560 291 016#

Join on a video conferencing device

Tenant key: 435162796@t.plcm.vc

Video ID: 136 199 645 9

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## **Microsoft Team Notes**

Instructions for using Teams:

- Please make sure your mic is on mute
- Only the commissioners and the person speaking will have their video on

#### Accessing the Teams meeting:

click on the "Join on your computer or mobile app Click here to join the meeting" link
to join the hearing as per the example below;

#### Join on your computer or mobile app

Click here to join the meeting

• If you are accessing the meeting through a mobile phone, you have the option to use the video conference setting as per the example below. (*This gives you the same view as if accessing through a laptop or PC*)

#### Join with a video conferencing device

435162796@t.plcm.vc

Video Conference ID: 131 924 746 1

Alternate VTC instructions

- If you are accessing the meeting over the phone you may need to enter a pin as per the example below: (pin in this example is 424 373 484)
  - The phone number 64 9 886 8067 is accessible through both landline and mobile phones

#### Or call in (audio only)

<u>+64 9-886 8067,,424373484#</u> New Zealand, Auckland Phone Conference ID: 424 373 484#

#### If you are having any issues

- Leave the meeting, close down Teams and then re-join
- Move closer to your modem
- Make sure that not too many people in your household are using all your internet
- Join audio only via the audio options below
- If you have any written material you are speaking to (which has not been pre-circulated) please email that to <a href="mailto:bevan.donovan@aucklandcouncil.govt.nz">bevan.donovan@aucklandcouncil.govt.nz</a> as soon as possible