# **ONLINE**MEETING GUIDE



## **GETTING STARTED**

If you choose to participate online you will be able to view a live webcast of the meeting, ask the Directors questions online and submit your votes in real time. To participate online you will need to visit the link provided in the notice of meeting on your smartphone, tablet or computer. You will need the latest versions of Chrome, Safari, Edge or Firefox. Please ensure your browser is compatible.

## TO LOG IN, YOU MUST HAVE THE FOLLOWING INFORMATION:

#### **Australian Residents**

Member Number and postcode of your registered address.

#### **Overseas Residents**

Member Number and country of your registered address.

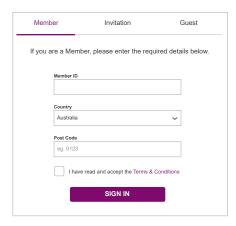
#### **Appointed Proxies**

Please contact Computershare Investor Services on +61 3 9415 4024 to request your unique email invitation link prior to the meeting day.

## PARTICIPATING AT THE MEETING

#### To register as a Member

Select 'Member', enter your Member ID and select your country. If Australia, also enter your postcode.



## ○↑ To register as a proxyholder

To access the meeting click on the link in the invitation e-mail sent to you. Or select 'Invitation' and enter your invite code provided in the e-mail.

| Member                    | Invitation  | Guest        |
|---------------------------|---|--------------|
|                           | d an email invitation for<br>nter your invite code be |              |
| Invite Code<br>Enter your | invite code. e.g. G-ABCDEF                            | G or ABCD    |
| I have                    | e read and accept the Terms                           | & Conditions |
|                           | SIGN IN   |              |

## ○ To register as a guest

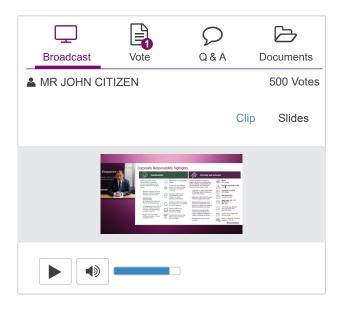
Select 'Guest' and enter your details.

| Member                 | Invitation                                    | Guest                |
|------------------------|---|----------------------|
| If you would like to   | attend the meeting as a 0 your details below. | Guest please provide |
| First Name             |   |                      |
| Last Name <sup>4</sup> |   |                      |
| Email                  |   |                      |
| Company N              | ame   |                      |
|                        |   |                      |
| I hav                  | e read and accept the Terms &                 | Conditions           |
|                        | SIGN IN                                       |                      |



## Broadcast

The webcast will appear automatically once the meeting has started. If the webcast does not start automatically press the play button and ensure the audio on your computer or device is turned on.



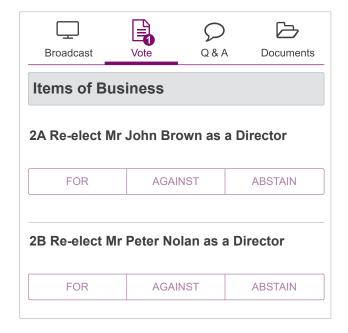


Vote

When the Chair declares the poll open, select the 'Vote' icon and the voting options will appear on your screen.

To vote, select your voting direction. A tick will appear to confirm receipt of your vote.

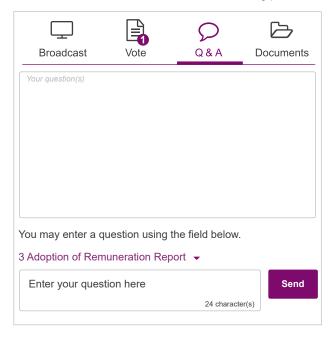
To change your vote, select 'Click here to change your vote' and press a different option to override.





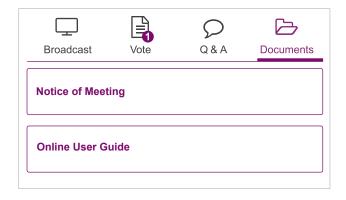
To ask a question select the 'Q & A' icon, select the topic your question relates to. Type your question into the chat box at the bottom of the screen and press 'Send'.

To ask a verbal question, follow the instructions on the virtual meeting platform.





To view meeting documents select the 'Documents' icon and choose the document you wish to view.



## FOR ASSISTANCE