



## **PCS invites you to a Transition to STS Workshop**

### **At Linklaters LLP offices & via Webinar**

#### **Lisbon Webinar Information sheet**

Dear Participant

We are delighted you are joining us at our Transition to STS Workshop. The event will be held at Linklater's Lisbon offices, chaired by Ian Bell, Head of PCS Secretariat. We also have the facility for you to attend via webinar. Details are as follows.

#### **Physical attendance information:**

##### **Transition to STS Workshop**

**Date:** Wednesday 21 March, 2018 at 09:00 hrs GMT

**Where:** Linklaters LLP, Avenida Fontes Pereira de Melo 14, 15th Floor,  
1050-121 Lisbon

#### **Webinar attendance information:**

**Date:** Wednesday 21 March, 2018 at 09:00 hrs GMT

**Where:** At your desk

The session will start promptly at 09:00hrs GMT. The connection does take a minute or two to complete, and so please allow a few minutes beforehand to be connected.

#### **Webinar Access**

To join the webinar (WebEx session) you will need access to a computer to view the presentation, for sound you will need to use your computer speakers or attach headphones to your computer.

For Webinar access:

1. Copy and paste the following link to your computer browser:

<https://pcs-event.webex.com/pcs-event/onstage/g.php?MTID=e97728386b20151bcdc20fe0fc3d839fd>

2. You will be taken through a registration and entry process. You will be required to input into the computer screen your name and email address. You will then receive an email confirming your registration which will contain an entry into the Webinar portal.



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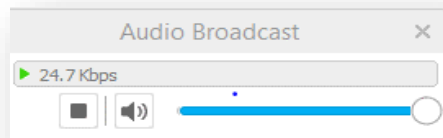
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3. You will need to click into the link provided in the email and input your name and email address. You will also need to input the event password which is below.

**Event password: STS1**

4. For sound, you will see an audio controller (picture below) at the top left hand side of your computer



If you still have sound problems, email PCS [admin@pcsmarket.org](mailto:admin@pcsmarket.org) and PCS will organise for your participation on another webinar at a later date.

#### **Q&A**

You can ask questions via our Q@A wall on the Webinar screen. Please send your questions to our Q&A group during the session and we will answer them towards the end of the event.

#### **Queries**

If you require further information, please do let us know and we'll be happy to assist, we can be contacted at [admin@pcsmarket.org](mailto:admin@pcsmarket.org).

Kind regards  
PCS Secretariat