



How to view FREE Asphalt Institute Webinar Recordings

1. Go to <https://asphaltinstitute.webex.com>.
2. Select **View Session Recordings** on the far right of the page.

The screenshot shows the Asphalt Institute website interface. The top navigation bar includes links for HOME, ABOUT AI, STORE, and STATE BINDER SPEC DATABASE. Below this, there are tabs for Meeting Center, Training Center, and My WebEx. The main content area is titled 'Live Sessions' and features a search bar and filters for Today, Upcoming, Daily, Weekly, and Monthly. A green arrow points to the 'View session recordings' link on the right side of the page.

3. You may click "Topic" to sort the order of the sessions alphabetically.

The screenshot shows the Asphalt Institute website interface for 'Recorded Sessions'. The top navigation bar is the same as in the previous screenshot. The main content area is titled 'Recorded Sessions' and features a search bar and sorting options: Security, Fee, Presenter, and Date. A red arrow points to the 'Topic' link in the sorting options, with the text 'Click to Sort Alphabetically' next to it. Below the sorting options, there is a list of sessions, with the first one being 'Introduction to Asphalt Rheology' by Dr. Geoff Rowe and Dr. Dave Anderson, priced at USD \$50.00, on May 24, 2017.

- Once you have selected the recording you wish to view, scroll to the bottom of the recording description and click on the “View” button.

The screenshot shows the Asphalt Institute website interface. At the top, there is a navigation bar with links for HOME, ABOUT AI, STORE, and STATE BINDER SPEC DATABASE. Below this is a sub-navigation bar with Meeting Center, Training Center, and My WebEx. The main content area displays recording information for 'Asphalt Emulsion Webinar Series-Session 3'. The information includes Author (Mark Ishee), Email address (AI_Webinars@asphaltinstitute.org), Date (Wednesday, May 11, 2011), Duration (2 hours 6 minutes), Description (Surface treatments (chipseals, slurry, micro, etc.)), Agenda, and File size (75.84 MB). A 'View' button is circled in red, and a red arrow points to it from the text 'Click "View"'. A 'Back to List' button is also visible. The footer contains copyright information and links for Privacy, Terms of Service, and Request information about WebEx services.

- When you get to the registration page, enter your information in the required fields. Then select **Register** to continue.

The screenshot shows the registration page for the Asphalt Emulsion Webinar Series-Session 3. The page is divided into two columns. The left column contains a list of registration fields: Recording topic, Date, First name, Last name, Email address, Title, Company, Address 1, Address 2, City, State/province, ZIP/postal code, Country/region, and Phone number. The right column contains a form with dropdown menus for the same fields, with 'Asphalt Institute' selected for Company, 'Lexington' for City, 'KY' for State/province, and '40511' for ZIP/postal code. A 'City/Region' field is also present with the value '1' and a '(Required)' label. At the bottom right, the 'Register' button is circled in red, and a red arrow points to it from the text 'Click "Register"'. A 'Cancel' button is also visible.

- **Please note the free recorded webinars are a bit different. One must register each time you wish to view it. You will not receive a notification of registration. We apologize in advance for any inconvenience.**
- When you click **register** to continue playback of the recording will begin immediately. You may request the accompanying slides in a convenient pdf handout by contacting Jacqueline Bartek at jbartek@asphaltinstitute.org.
- You may be asked to install the Webex Player. Please follow any prompts to do so. Please check with your IT department to verify any restrictions first.

9. A window with **Starting Webex** will open. The Webex player will automatically start from that point.

10. Depending on the length of the webinar, participants can earn either **1.5** or **2.0** Professional Development Hours (PDHs) through Asphalt Institute. Those who want a PDH certificate can request that the certificate be emailed to them. Upon completing the webinar, request your PDH certificate by sending an email to Jacqueline Bartek at jbartek@asphaltinstitute.org.

If you have any questions or comments do not hesitate to contact us at ai_webinars@asphaltinstitute.org.

Thank You