



How to view Asphalt Institute Webinar Recordings

1. Go to <https://asphaltinstitute.webex.com>.
2. Select **View Session Recordings** on the far right of the page. Once you have selected the recording you wish to view, scroll to the bottom of the recording description and click on the **“Register”** button.

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

3. ****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.**
4. When you get to the recording information page, scroll to the bottom of the page and select **register** to continue.

The screenshot shows the 'Recording Information' page for a webinar titled 'Interpreting Asphalt Test Results-20100325 1613-1'. The page includes details such as the author (Asphalt Academy Webinars), email address (AI_Webinars@asphaltinstitute.org), date (Thursday, March 25, 2010), duration (1 hour 23 minutes), and session fee (USD\$) (25.00). A red box highlights the registration information: 'You need an access code to access this session. To obtain an access code, click Register and enter the required information.' Below this box are buttons for 'View', 'Register', and 'Back to List', and a large blue button labeled 'Select Register to Continue'.

5. When you complete all the required fields, click **register** to continue.

Register form - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Enter your information just as you would for a live session

Registration Information

Recording topic: Interpreting Asphalt Test Results-20100325 1613-1

Session fee (USD\$): 25.00

Date: Thursday, March 25, 2010

First name: (Required)

Last name: (Required)

Email address: (Required)

Title: (Required)

Company: (Required)

Address 1: (Required)

Address 2: (Required)

City: (Required)

State/province: (Required)

ZIP/postal code: (Required)

Country/region: United States of America

Phone number: Number (with area city code) (Required)

Fax number: Number (with area city code)

Check here if you do not wish to receive future messages from the Asphalt Institute:

Click register to continue

Register Cancel

Done

6. Enter the payment information, whether paying by credit card or a coupon code.

asphalt institute

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HOME ABOUT AI STORE STATE BINDER SPEC DATABASE

Meeting Center Training Center My WebEx

Attend a Session

Live Sessions

Recorded Sessions

Unlisted Sessions

Host a Session

Set Up

Training Manager

Preferences

Support

Payment Information

Payment summary:

Items:	\$75.00
Promotional savings:	-\$0.00
Total amount:	\$75.00

Payment method:

Pay with PayPal

PayPal Check out

The safer, easier way to pay

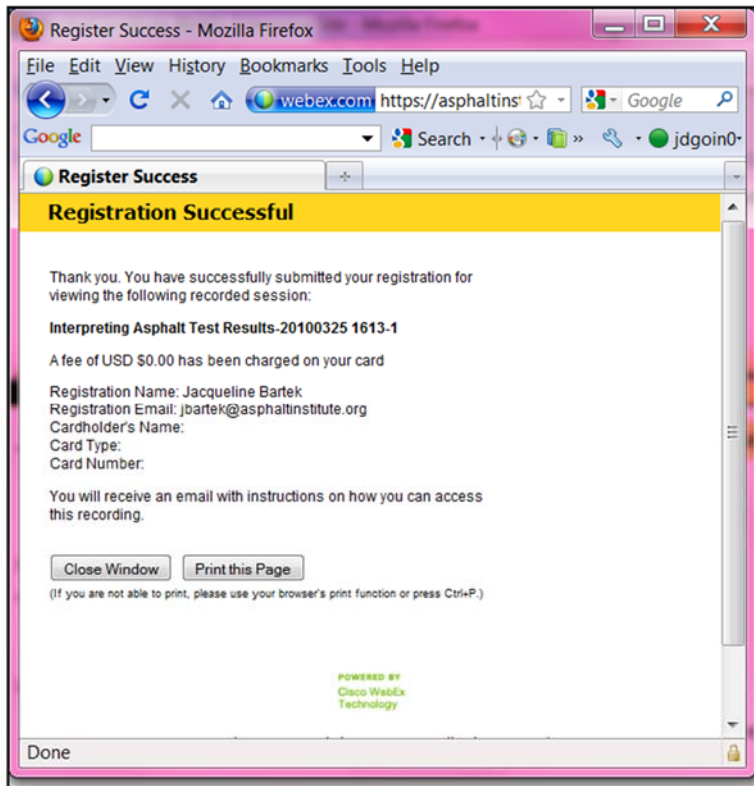
Do you have any promotion codes?

Enter promotion codes here (one at a time):

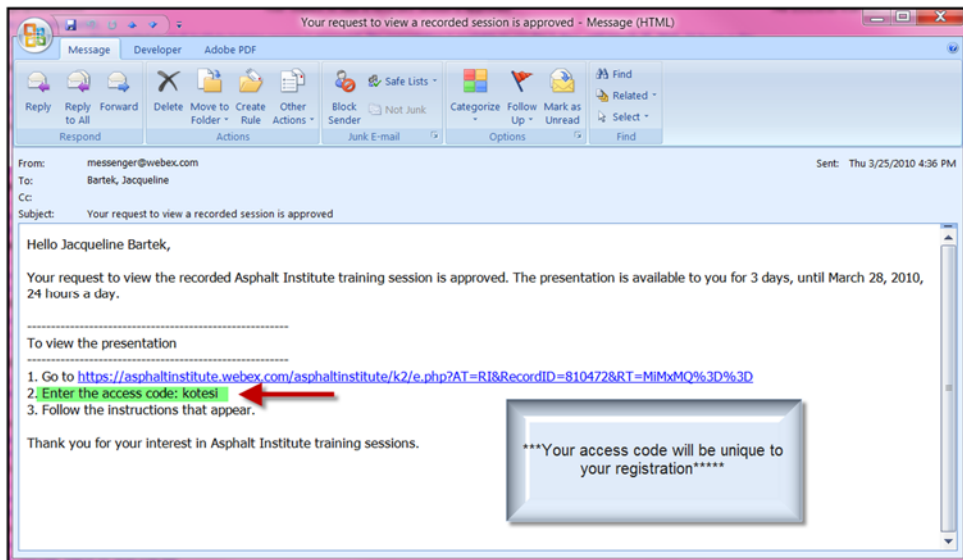
Apply

Enter Promotional Code here, Select "Apply"

7. A window will pop up notifying you of a successful registration. Click **close window**.



8. You then need to check your email for a notification from messenger@webex.com. If you do not receive an email, check your junk mail folder.
9. Make note of the access code provided. Click the link in the email.



10. Select **view** from the options.
11. Enter your recording access code and click **ok**. The access code allows for viewing the recording any number of times within a period of thirty days. After thirty days the access code will no

longer be valid.

The screenshot shows a Mozilla Firefox browser window with the address bar displaying <https://asphaltinstitute.webex.com/tc05051/trainingce>. A modal dialog box titled "Input Access Code - Mozilla Firefox" is open, with the subtitle "Input access code for view". The dialog contains the text: "To view this recording, type the recording access code that your host gave to you, then click OK." Below this is a text input field labeled "Recording access code:" containing six dots. There are "OK" and "Cancel" buttons. At the bottom of the dialog, it says "POWERED BY Cisco WebEx Technology" and "Copyright © 2010 Asphalt Institute Inc. All rights reserved. Privacy | Terms of Service | Request information about WebEx services".

The background page is a WebEx recording page for a webinar. The title is "Management Systems Webinar". It lists details: "Duration: 1 hour 39 minutes", "Session fee (USD\$): 25.00", "Description: N/A", "Agenda: Video recording of Pavement Management Systems", "File size: 53.43 MB", "Password: Not required", and "View/Download: Attendees can only view this recording". Below this is a message: "You need an access code to access this session. To obtain an access code, click Register and enter the required information." At the bottom are buttons for "View", "Register", and "Back to List".

12. A window with **playback in progress** will open. The Webex player will automatically start from that point.

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

Thank You