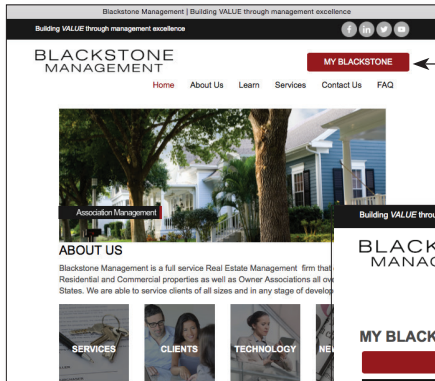


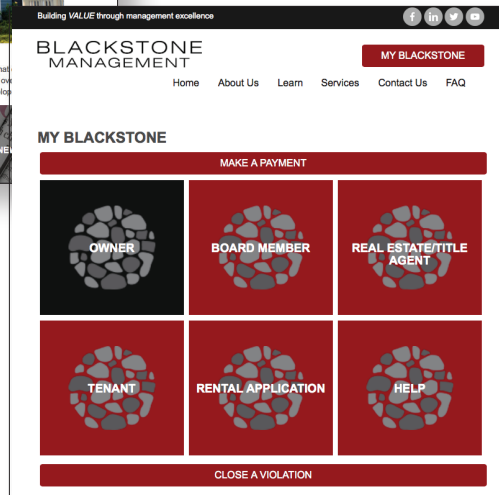
# VIRTUAL MEETINGS

Blackstone Management will always embrace technology if it enhances services and benefits our clients. Virtual Meetings have come a long way and we encourage the use of this valuable tool in property management communication.

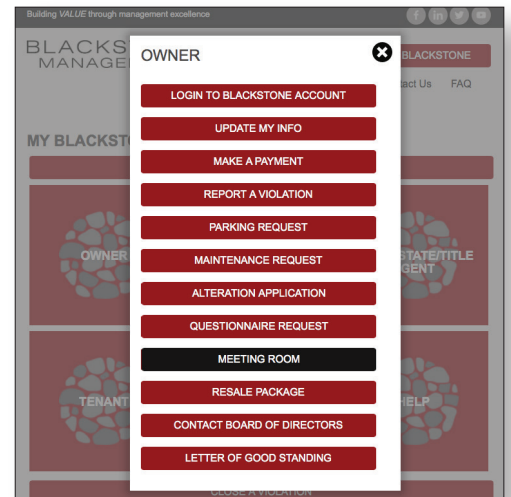
● 1. Go to [www.BlackstoneAM.com](http://www.BlackstoneAM.com)



● 2. Click “My Blackstone” in the top right corner.

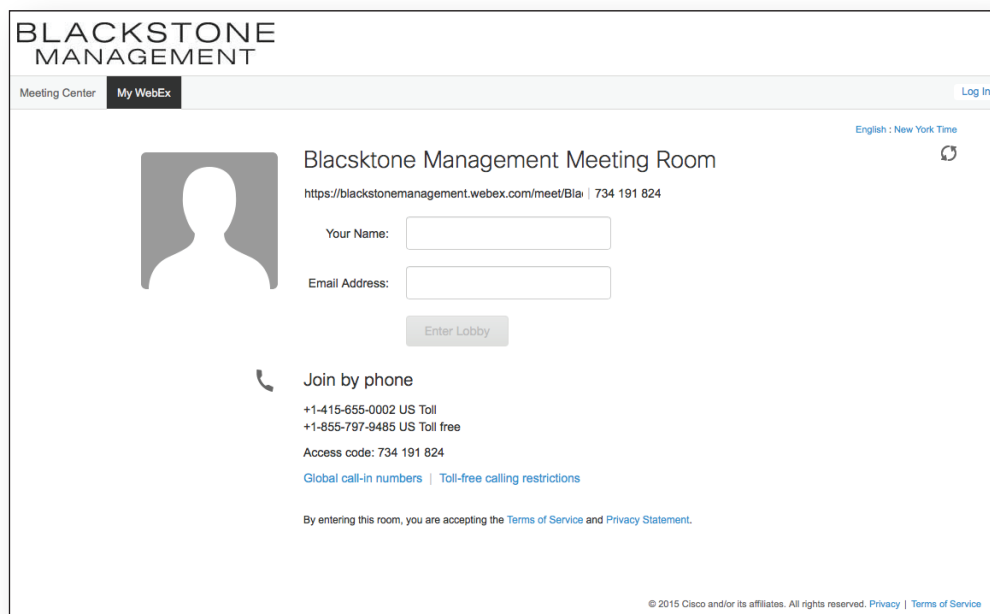


● 3. Click “OWNER” (also accessible under “Board Member”)



● 4. Choose “MEETING ROOM” from list of options.

● 5. Enter your name and email address to access the Blackstone Management Meeting Room.

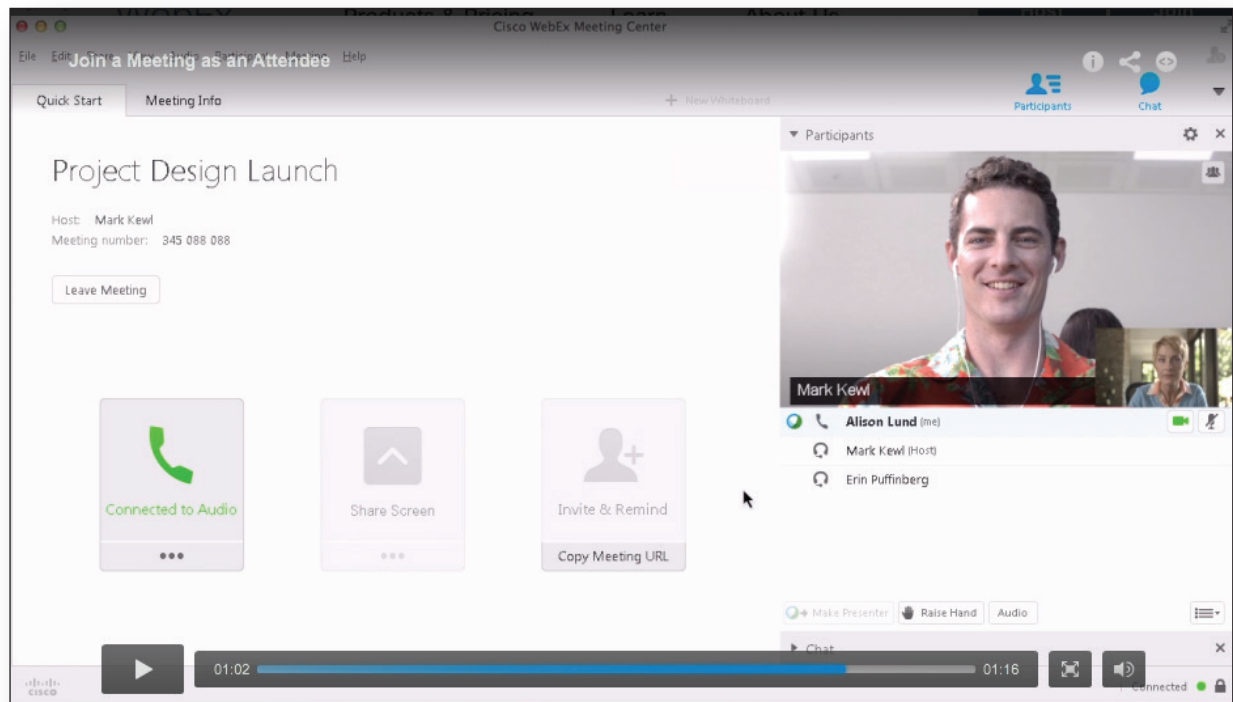


# VIRTUAL MEETINGS

Meeting attendees will find easy to follow instructions when they enter the meeting room.

Participants will have the ability to:

- See other attendees
- Share files (in any format)
- Share their desktop
- Private-message attendees



A complete resource of instructional videos can be found at [www.webex.com/how-to](http://www.webex.com/how-to).

## VIDEO TUTORIAL TOPICS INCLUDE...

- **Attend a meeting**
- **Connect to Your Meeting's Audio**
- **Share Content in Your Meeting**
- **View a Recorded Meeting**
- **and MORE**

### Virtual Meetings:

- **Reach more people**
- **Increase attendance to meet quorums**
- **Reduce cancellations**
- **Reduce costs**