



Australian Government  
Department of Social Services

# Data Exchange

System Enhancements - Webinar for Organisation administrators

August 2018

# Using the webinar control panel

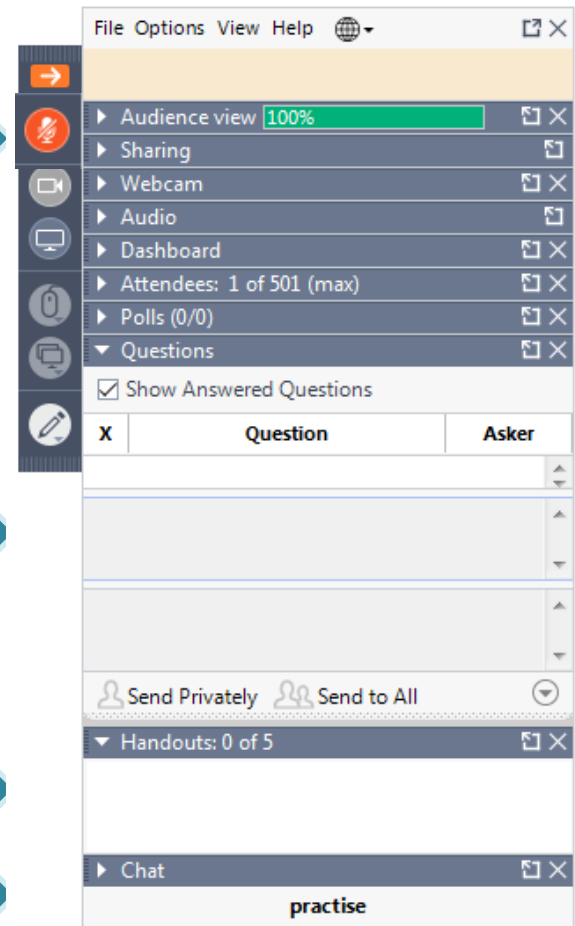
Check your sound. This microphone symbol will be red, to show you are 'muted'.

'Muted' means you can't ask questions using your voice.

Type in your questions here

If handouts have been provided, you'll find them here

Group chats can be seen here



Please ensure your audio is on 'mute' so that no sound is coming from your phone or computer / laptop as this can affect the sound quality during the webinar.

# Using the webinar control panel

When it hasn't be used for some time, the control panel will minimise.

To expand, select the orange arrow



The screenshot shows the GoTo Webinar control panel interface. At the top, there is a menu bar with 'File', 'Options', 'View', and 'Help'. Below the menu bar is a toolbar with several icons: an orange arrow pointing right, a microphone, a webcam, a monitor, a mouse, a computer monitor, and a pencil. The main area of the panel is divided into several sections:

- Audience view**: 100%
- Sharing**
- Webcam**
- Audio**
- Dashboard**
- Attendees**: 1 of 501 (max)
- Polls**: (0/0)
- Questions**: A table with columns for 'Question' and 'Asker'. The table is currently empty.
- Show Answered Questions**: A checkbox that is checked.
- Send Privately** and **Send to All** buttons.
- Handouts**: 0 of 5
- Chat**

At the bottom of the panel, there is a section for the webinar title 'practise' and the Webinar ID: 240-483-987. The GoTo Webinar logo is also visible at the bottom.

# Agenda

Viewing the status of program activities

Outlet creation

Changing of user roles within the Data Exchange

Reference data files

Other system enhancements

Questions

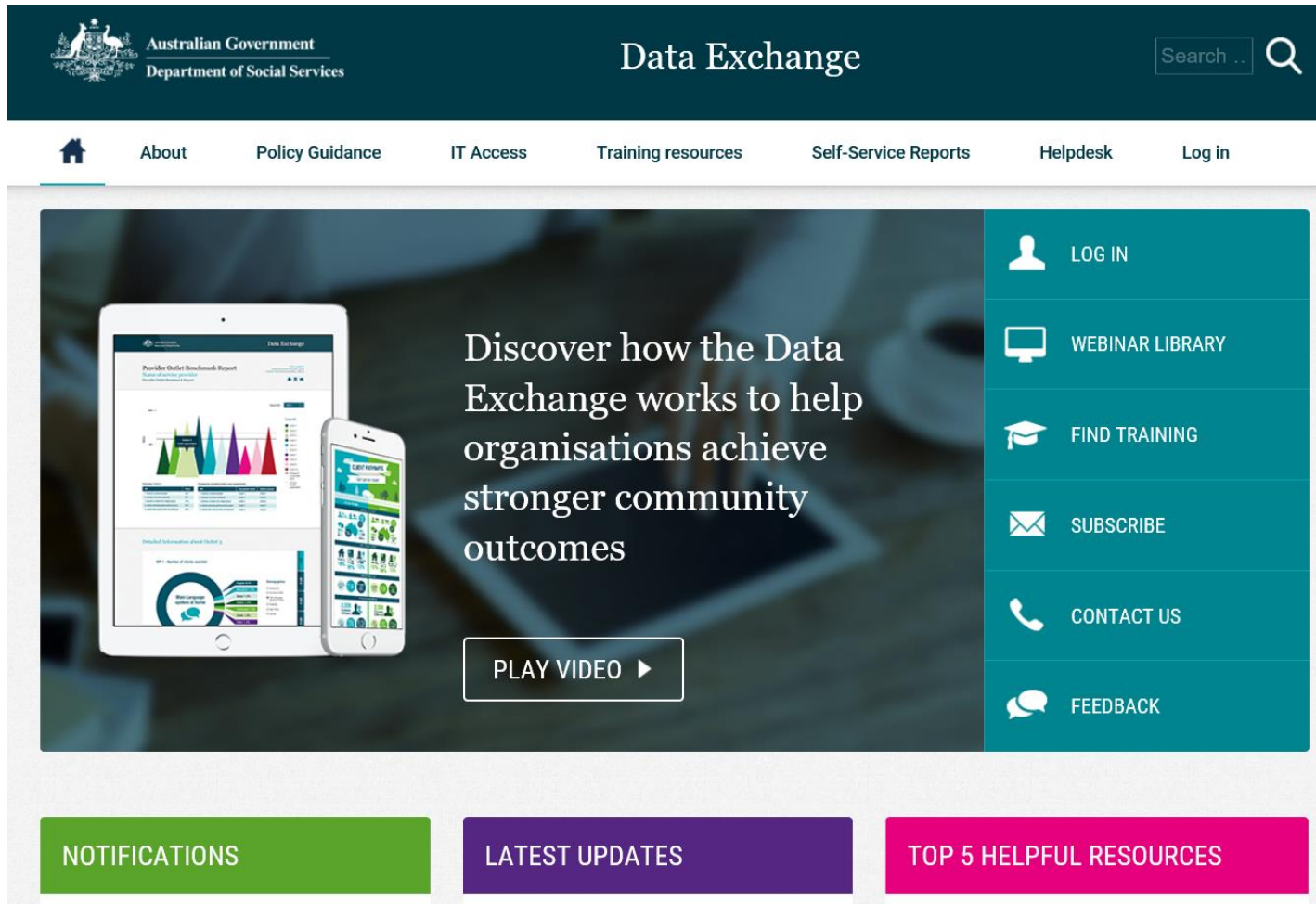
# Benefits of the enhancements

Easier navigation  
of the web-  
based portal

Allow for self-  
service

Better flow of  
functionality

# Data Exchange web-based portal



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## Data Exchange

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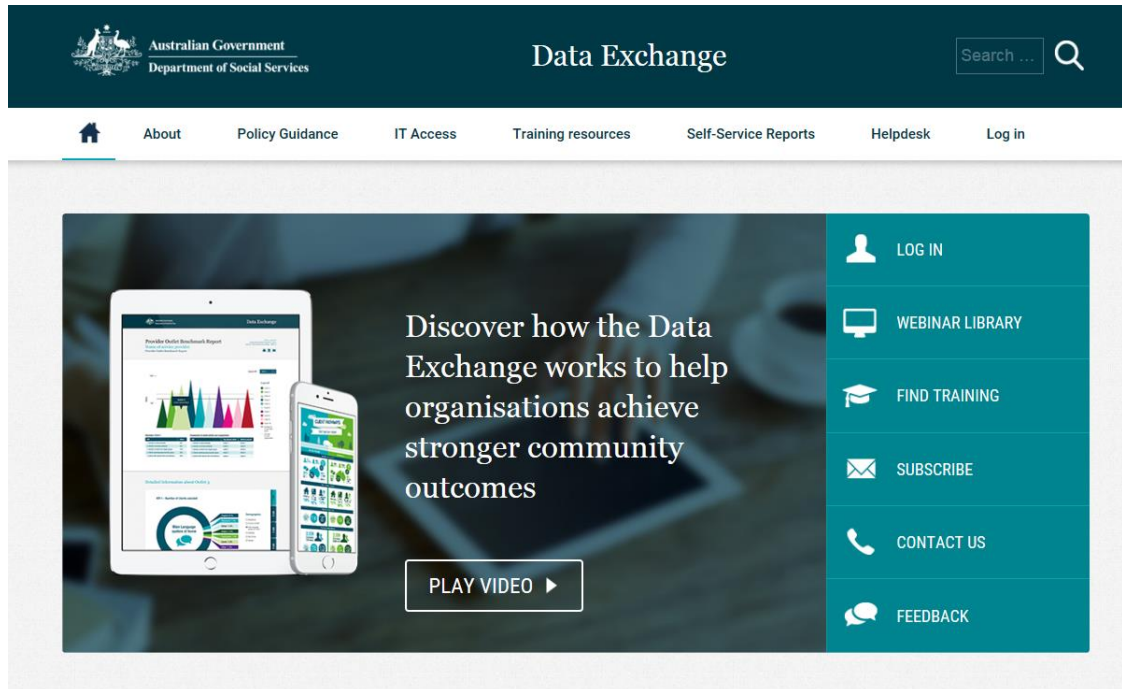
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# More information



- Data Exchange website: <https://www.dex.dss.gov.au>
- DEX Helpdesk: 1800 020 283 or [dssdataexchange.helpdesk@dss.gov.au](mailto:dssdataexchange.helpdesk@dss.gov.au)
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# Question time





# Questions

The webinar will remain open for questions and answers.

Any further questions can be sent to  
[dssdataexchange.helpdesk@dss.gov.au](mailto:dssdataexchange.helpdesk@dss.gov.au)

If you would like to exit the webinar, please do – and thank you for your participation.