



Start Web Meetings

1. Go to www.readytalk.com/host and log in as the **Chairperson**.
2. Once logged into your **Conference Center**, select a meeting and click the **Open Meeting Controls** button.
3. Once the meeting controls are open, click on the **Start Meeting** button near the top of the screen.

Chairperson Sign In

Access Code

Passcode [Forgot?](#)

The screenshot displays the ReadyTalk Conference Center interface. On the left, a sidebar menu includes 'ReadyTalk', 'Home', 'View Reports', 'Manage Recordings', 'Manage Contacts', 'Settings', 'Request Event Services', 'Support & Training', and 'Chat with a Representative'. The main content area shows a list of meetings, with 'On-Demand Meeting' selected. Below the meeting list, the 'Open Meeting Controls' button is highlighted in red. The 'ReadyTalk Conference Controls' window is open, showing a 'Start Meeting' button highlighted in red. The main meeting area displays a 'Click the Start Meeting button to begin your web conference.' message. The bottom of the screen shows a 'Presentation' section with four slides, including 'Welcome to ReadyTalk'.