



BankVic

Virtual AGM User Guide

BankVic Virtual AGM User Guide

Before you begin

Ensure your browser is compatible and supports Microsoft Teams.

The virtual meeting is viewable from:

- Desktops and laptops using Windows 7 and later, macOS X 10.10 and later
- Mobile devices using Android 4.4 and later, iOS 10 and later

If you're attending the live event on the web, use a media-source extension (MSE)-enabled web browser like Chrome, Firefox, Internet Explorer and Safari.

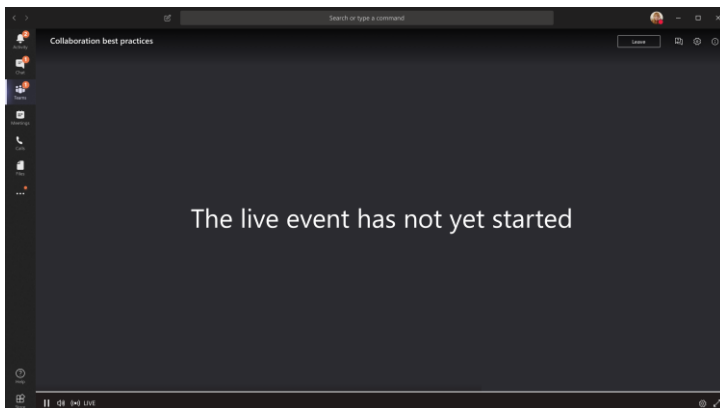
Step 1

Copy the meeting link from our website found here,
<https://www.bankvic.com.au/our-story/news/bankvic-agm>.

Step 2

You have now entered the Virtual meeting.

If the live event hasn't started, you'll see the message "The live event has not started".




Step 3

There are controls at the bottom of your screen to pause the action, adjust volume and the video quality.

Have a question

If you're an attendee and want to ask a question, just:

1. Select Q&A  on the right side of the screen.
2. Type your question in the compose box, and then select Send.

The Chair or the CEO will endeavour to respond to all relevant questions during the meeting, subject to time constraints. If this is not possible, a response will be provided after the meeting. If several questions of a similar nature are received during the meeting, the Chair or CEO may respond to the questions together, and not individually.

If a member related question is received during the meeting, the BankVic team will respond to the question outside of the meeting.

Please note that not all questions may be specifically answered during the meeting. If questions have been asked that are of general interest, BankVic may publish answers on its website after the meeting.

Downloads

If you would like to see the Notice of Meeting or the Annual Report, please use the links below:

- [Notice of Meeting](#)
- [Annual Report](#)

When you click on these links the file will open in another tab in your browser.

FREQUENTLY ASKED QUESTIONS

1. Can I ask my question Live?

No. We ask Members to use the Q&A function during the meeting should they have a question and the Chair or CEO will endeavour to answer your question during the Live event.

2. Do I need to install Microsoft Teams?

No, attendees do not need to install Microsoft Teams to participate.

3. What time should I join the Live event?

We encourage Members to join the Live event at 4:50pm to ensure you are ready for the 5pm start.

Troubleshooting

Audio

Should you experience poor audio quality, check if your computer or device is running a lot of applications, you may experience issues with sound quality, like lagging or cutting out. If this happens, closing other applications can help.

Internet connection

Should you have trouble connecting or the Live video is not clear, it may relate to your internet connection.

We recommend you leave the meeting and connect to a faster and stable network and then re-join the meeting.