

# How to participate in virtual/hybrid AGMs and meetings

### Attending the AGM online

You can participate online by using your computer, tablet or smartphone. We recommend using a computer or tablet for the best experience.

If you choose to participate online you will be able to view a live webcast of the meeting, ask questions and submit your votes in real time.



# 1. Go to the website meetnow.global

You will need the latest version of Chrome, Safari, Edge and Firefox. Please ensure your browser is compatible.

## 2. Choose meeting

On the website meetnow.global, please select country (Denmark). A list of all Danish meetings will be shown. To search for a specific company, type the company name in the search field.

#### 3. Log in

Click on the meeting link and log in with your username and password stated on your admission card. You can log in one hour before the meeting starts.



#### Access

#### If you are a shareholder:

Open a web browser and go to the webpage link above.

On the login screen, select 'Shareholder' and enter your username and password stated on your admission card which you have downloaded/received by email upon registration in the Shareholder Portal.

Click "JOIN MEETING NOW."

If you have trouble logging in, please click help.

#### If you are a guest:

Select 'GUEST' on the login screen. As a guest, you will be prompted to complete all the relevant fields including; title, first name, last name and email address.

Please note, guests will not be able to ask questions or vote at the meeting.



#### **Navigation**

When successfully authenticated, the home screen will be displayed and the webcast will appear automatically once the meeting has started.

On the tab menu, you will have options to vote your polls, ask questions and view meeting materials.

#### Voting



When voting motions are put forward, a bar with a link to the voting tab will automatically appear on your screen.

To vote, simply select your voting direction from the options shown on screen.

Your vote has been cast when the check mark appears

If you wish to change your vote, select 'Change My Vote'. You can also select 'Clear your vote' which will clear all votes cast for the motion.

#### Messaging



Type your message into the box at the bottom of the screen. If the company uses question categories, Please choose a category for your question. Press the Arrow' to send.