Hello all,

This is an invitation to RAN4#109 Webinar sessions on 13 November – 17 November 2023. As announced by RAN4 Chairman, the face-to-face meeting will take place during 13 November - 17 November, 2023. This invitation covers two sessions in two separate rooms: Main and RRM.

GoToWebinar (GTW) conference calls will be set in each session. And remote participants can be supported. TOHRU will be used.

Please remember that consistent registration format is important for session chairing and hence **use the following format when you register: BriefCompanyName - Firstname, Lastname. An example is shown below**



**where BriefCompanyName is ‘MCC’, Firstname is ‘Kai-Erik’ and Lastname is ‘Sunell’.**

Your email address for Webinar registration needs to be the same as for your 3GPP meeting registration.

Registration links are found below and they are session-specific. You may register to all sessions, e.g. if you plan to switch between sessions or if you are able to listen to all sessions at the same time. Once you have registered for a session your registration is valid for the whole week.

**The starting time for Main Webinar and RRM Webinar sessions (13 November) is 15:00 UTC (16:00 CET) (09:00 CST) – 01:00 UTC (02:00 CET) (19:00 CST)** but you can join already 15 minutes earlier, i.e. 14:45 UTC, to check that your speakers and microphones work fine. (Observe, registration links below show time in Paris time zone CET). Webinars are scheduled to stop at 01:00 UTC (02:00 CET) (19:00 CST).

**The starting time for Main Webinar and RRM Webinar sessions (14 November – 16 November) is 14:00 UTC (15:00 CET) (08:00 CST) – 01:00 UTC (02:00 CET) (19:00 CST)** but you can join already 15 minutes earlier, i.e. 13:45 UTC, to check that your speakers and microphones work fine. (Observe, registration links below show time in Paris time zone CET). Webinars are scheduled to stop at 01:00 UTC (02:00 CET) (19:00 CST).

**The starting time for Main Webinar and RRM Webinar sessions (17 November)** **is 14:00 UTC (15:00 CET) (8:00 CST) – 22:00 UTC (23:00 CET) (16:00 CST)** but you can join already 15 minutes earlier, i.e.13:45 UTC, to check that your speakers and microphones work fine. (Observe, registration links below show time in Paris time zone CET). Webinars are scheduled to stop at 22:00 UTC 23:00 CET) (16:00 CST).

Since two-way remote participants will be able to listen and speak, the TOHRU will be used in November meeting (RAN4#109). This slide is kept in case that two-way remote access is provided in future meetings.

3GPP TOHRU will be used in this meeting (previously RAN4 used external TOHRU tool)

Hyperlink: <https://tohru.3gpp.org/>

Together with the invitation for the GotoWebinar MCC provides you with a "Meeting name" individually after your registration

* The three sessions meeting TOHRU Meeting ID are listed below:
  + RAN4\_Main (TOHRU Meeting ID for Main Session)
  + RAN4\_RRM (TOHRU Meeting ID for RRM session)
* This "3GPP TOHRU Meeting ID" has to be entered on the web page and in addition under "Your Name:" you have to provide:  
  **<represented company> - <first name> <family name>**  
  e.g.: XY Telecom - Peter Mustermann

Need to manually push "Refresh Queue" or use "Automatically refresh queue every 3 seconds", since this is different from the original TOHRU tool.

The other buttons are similar as the previous external TOHRU tool

Instructions on how to join the Webinars will be sent automatically every day.

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| |  |  | | --- | --- | | |  | | --- | | **RAN4#109 RRM Webinar Sessions (13 November – 17 November)**  Mon, Nov 13, 2023 4:00 PM - Tue, Nov 14, 2023 2:00 AM CET | | |
| |  |  |  | | --- | --- | --- | | **RAN4#109 RRM Webinar Sessions (13 November – 17 November)**  Join us for a webinar beginning on Nov 13, 2023 at 4:00 PM CET.   |  |  | | --- | --- | | |  | | --- | | [Register now!](https://attendee.gotowebinar.com/register/574932866243340125) | |   After registering, you will receive a confirmation email containing information about joining the webinar.  [View System Requirements](https://link.gotowebinar.com/help-system-requirements-attendees) | |

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| |  |  | | --- | --- | | |  | | --- | | **RAN4#109 Main Webinar Sessions (13 November – 17 November)**  Mon, Nov 13, 2023 4:00 PM - Tue, Nov 14, 2023 2:00 AM CET | | |
| |  |  |  | | --- | --- | --- | | **RAN4#109 Main Webinar Sessions (13 November – 17 November)**  Join us for a webinar beginning on Nov 13, 2023 at 4:00 PM CET.   |  |  | | --- | --- | | |  | | --- | | [Register now!](https://attendee.gotowebinar.com/register/9115958982016745312) | |   After registering, you will receive a confirmation email containing information about joining the webinar.  [View System Requirements](https://link.gotowebinar.com/help-system-requirements-attendees) | |

Regards,

Carolyn