

Syft Shareholder Online Instructions

Important notes:

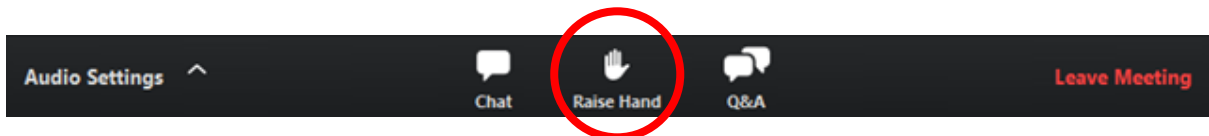
- The live meeting will not begin until the meeting is opened by the host at 10.00am. Until this time you will see a notice stating that the host has yet to start the webinar.
- The meeting will be recorded when it is officially opened.
- The names of attendees and presenters will be displayed.
- All participants will have their video off and microphone muted on entry. See below for how you can be unmuted to speak at the meeting.
- All presenters e.g. Chairman, CEO, Board, CFO, will be able to be seen via video.
- All presentations and resolutions will also be shown on screen.

How to participate in the meeting

There are two options to participate and ask a question during the meeting, these are either by voice or by submitting a written question.

Voice:

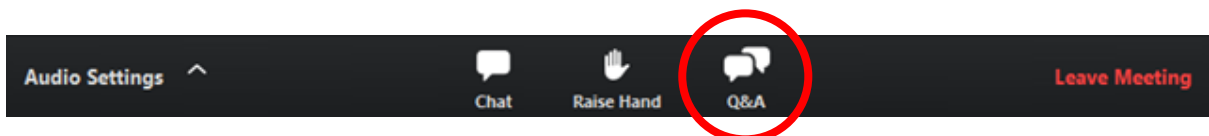
1. In the Zoom control panel, attendees will see an option to raise their hand. This panel may be in a different location depending on the device you are using to connect to the event, but it is usually at the bottom of the window.



2. The facilitator will unmute the shareholder who has requested to speak and the shareholder will get a prompt to confirm if they want to unmute or stay muted. Please note that while unmuted shareholders can be heard, they cannot be seen due to limitations of the Zoom webinar platform. The name of the person speaking will be highlighted.

Written questions

1. Questions can be submitted through the Q&A section on your screen.



2. The facilitator will pass the question on to the relevant person to answer the question, who will read aloud the name of the shareholder, the question and then proceed to the answer. Individually submitted questions will not be seen by other shareholders.