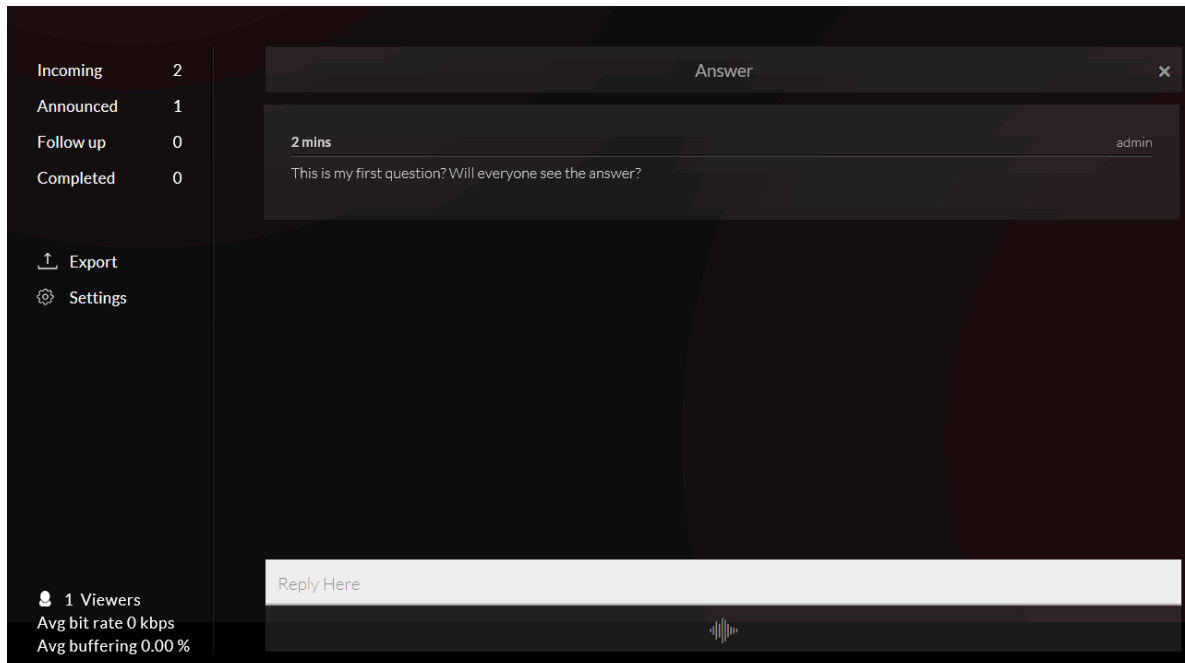


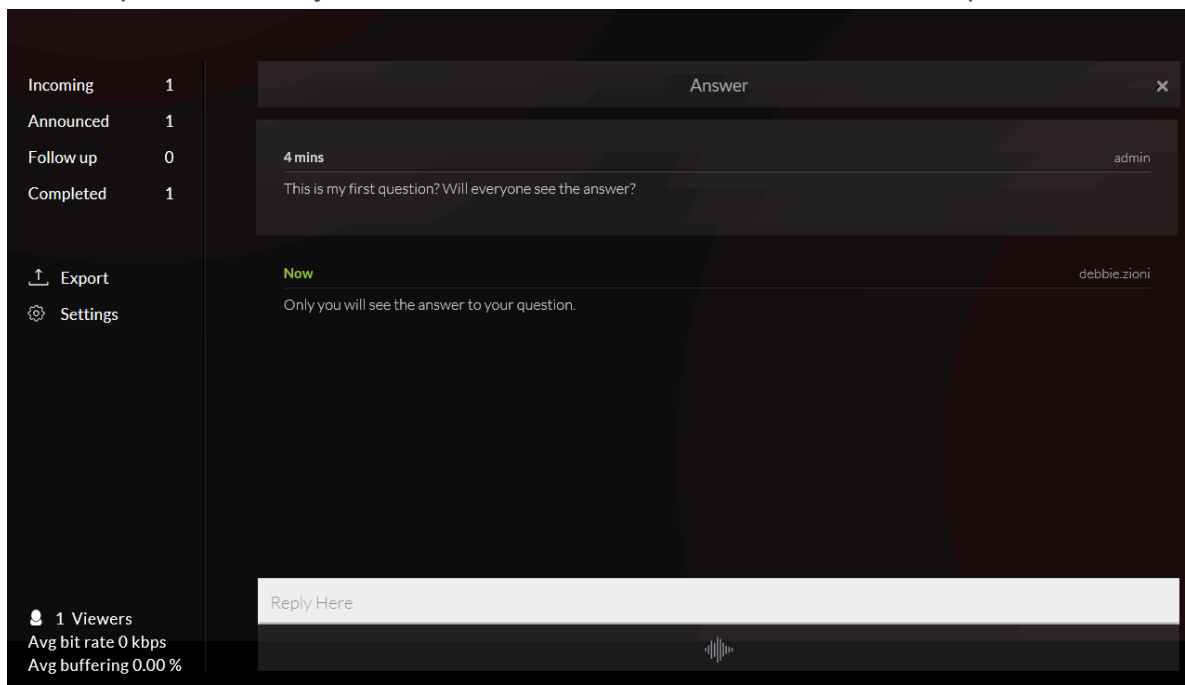
# Moderated Q&A - Replying to a Question via Message

1. In the Moderator View, click on the question.



2. Type your message in the text box and press Enter.

Your response will only be shared with the attendee that asked the question.



Attendee will see the following:

Type your question here

0/500 **Send**


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● 500 ▼

*admin* Now

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We will be starting in a moment.

*Announcement*  Now

- The question will automatically be moved to the Completed queue.
3. Click on Incoming to return to questions queue.
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