

# Online Meeting Guide

Nitro Software AGM

26 MAY 2022, 09:00 AEST



## Attending the meeting virtually

Those attending online will be able to view a live webcast of the meeting. Shareholders and third party proxies will be able to ask questions and submit votes in real time.

To participate online visit [web.lumiagm.com/375272368](http://web.lumiagm.com/375272368) on your smartphone, tablet or computer.

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

To log in, you must have the following information:

**Meeting ID: 375-272-368**

### Australian Residents

- **Username**  
(SRN or HIN)
- **Password**  
(postcode of your registered address)

### Overseas Residents

- **Username**  
(SRN or HIN)
- **Password**  
(three-character country code; e.g. New Zealand - **NZL**; United Kingdom - **GBR**; United States of America - **USA**; Canada - **CAN**)

### Appointed Proxies

To receive your unique username and password, please contact Computershare on 1300 631 206 (within Australia) or +61 3 9415 4393 (outside Australia).

### Guests

To register as a guest, you will need to enter your name and email address.

## Participating at the meeting

- 1 To participate in the meeting, you will be required to enter the unique 9-digit Meeting ID as provided above.

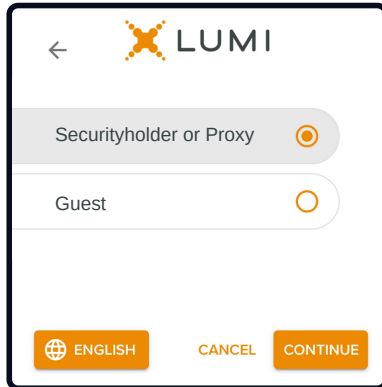
A screenshot of the LUMI login interface. At the top is the LUMI logo. Below it is a text input field labeled 'Enter Meeting ID'. At the bottom is a grey button labeled 'JOIN MEETING'.

- 2 To proceed into the meeting, you will need to read and accept the Terms and Conditions.

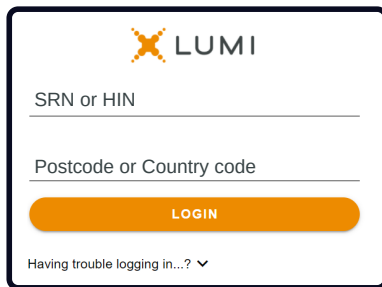
A screenshot of the LUMI Terms and Conditions screen. At the top is a back arrow and the LUMI logo. Below is the heading 'Terms and Conditions'. The text states: 'Prior to registering for the meeting, it is important that you read and accept the Terms & Conditions. To access the Terms and Conditions please click on the following link: [Terms and Conditions](#)'. At the bottom, there is a checkbox labeled 'I agree to all of the above terms and conditions'. Below the checkbox are three buttons: 'ENGLISH' (with a globe icon), 'DECLINE', and 'ACCEPT'.

- 3 Select the relevant log-in option to represent yourself in the meeting.  
Note that only shareholders and proxies can vote and ask questions in the meeting.

**To register as a shareholder,**  
select 'Securityholder or Proxy'  
and enter your SRN or HIN and  
Postcode or Country Code.

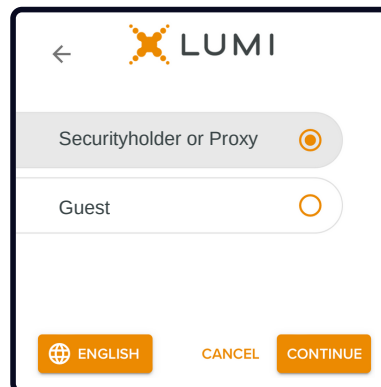


The screenshot shows the LUMI login interface. At the top, there's a back arrow and the LUMI logo. Below it, two radio buttons are visible: 'Securityholder or Proxy' (selected) and 'Guest'. At the bottom, there are three buttons: 'ENGLISH' (with a globe icon), 'CANCEL', and 'CONTINUE'.

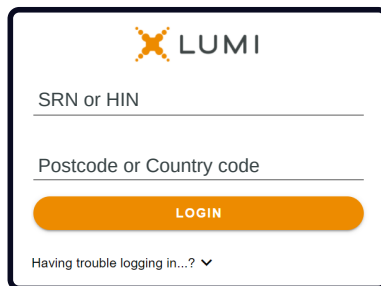


This screenshot shows the input fields for the 'Securityholder or Proxy' login. It includes fields for 'SRN or HIN' and 'Postcode or Country code', followed by a 'LOGIN' button. A link 'Having trouble logging in...?' is at the bottom.

**To register as a proxyholder,**  
select 'Securityholder or Proxy'  
and you will need your  
username and password as  
provided by Computershare. In  
the 'SRN or HIN' field enter  
your username and in the  
'Postcode or Country Code'  
field enter your password.

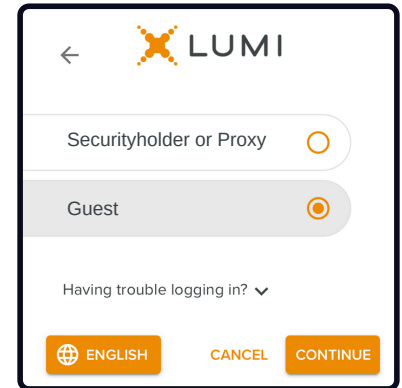


This screenshot is identical to the one for shareholders, showing the 'Securityholder or Proxy' option selected.

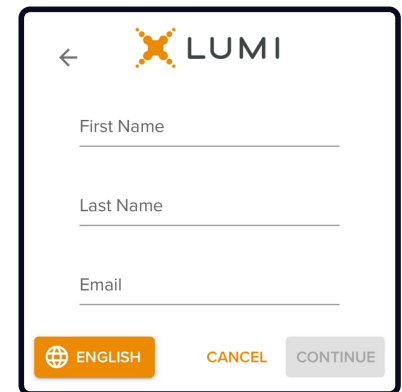


This screenshot is identical to the one for shareholders, showing the input fields for 'SRN or HIN' and 'Postcode or Country code'.

**To register as a guest,**  
select 'Guest' and enter your  
name and email address.

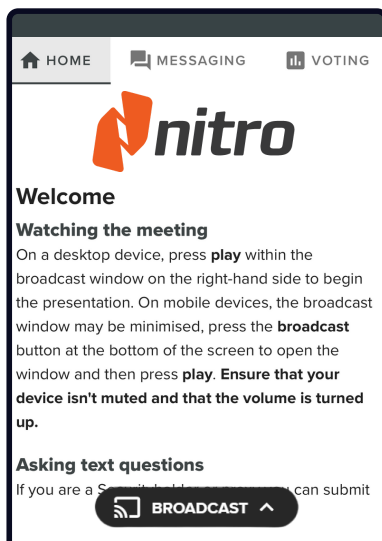


The screenshot shows the LUMI login interface with the 'Guest' option selected. It includes a link 'Having trouble logging in...?' and buttons for 'ENGLISH', 'CANCEL', and 'CONTINUE'.



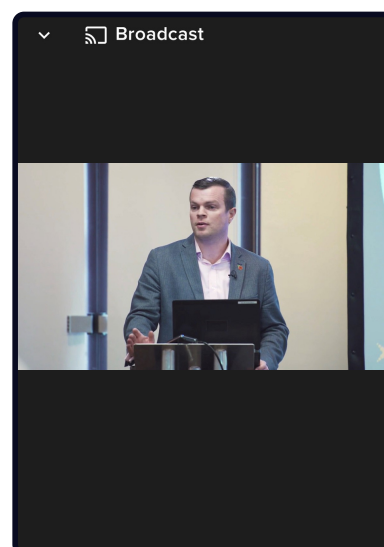
This screenshot shows the input fields for the 'Guest' login, including fields for 'First Name', 'Last Name', and 'Email', followed by a 'CONTINUE' button. The 'ENGLISH' and 'CANCEL' buttons are also present.

- 4 Once logged in, you will see the home page,  
which displays the meeting title and instructions.

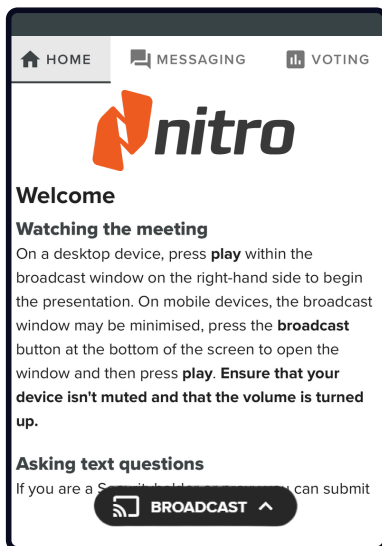


The screenshot shows the LUMI home page. At the top, there's a navigation bar with 'HOME', 'MESSAGING', and 'VOTING'. Below it is the LUMI logo and a 'Welcome' message. The main content area is titled 'Watching the meeting' and contains instructions for desktop and mobile devices. At the bottom, there's a 'BROADCAST' button with a play icon.

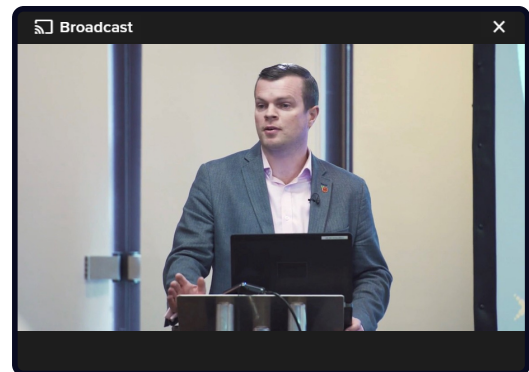
- 5 On a desktop device the webcast will appear  
at the side automatically.  
On a mobile device, select the broadcast icon at  
the bottom of the screen to watch the webcast.



- 6 During the meeting, mobile users can minimise the webcast at any time by selecting the arrow by the broadcast icon. You will still be able to hear the meeting. Selecting the broadcast icon again will reopen the webcast.

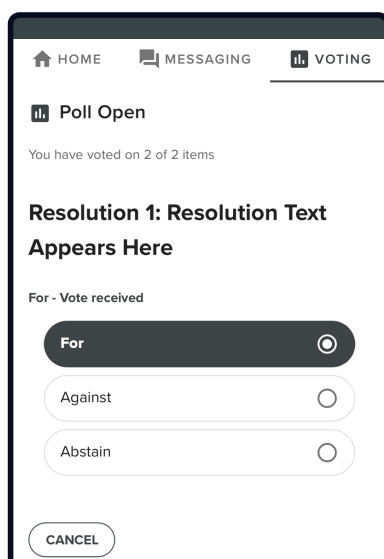


- 7 Desktop / laptop users can watch the webcast full screen, by selecting the full screen icon. To reduce the webcast to its original size, select the X at the top of the broadcast window.

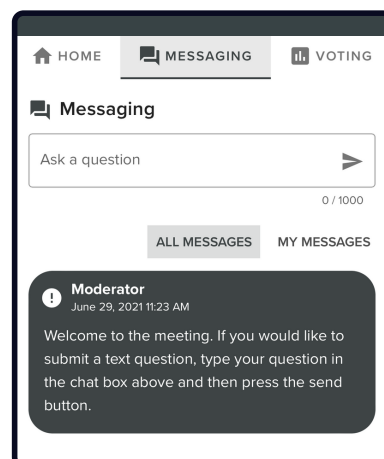


- 8 For shareholders and appointed proxies only. When the Chair declares the poll open:
- A voting icon will appear on screen and the meeting resolutions will be displayed.
  - To vote, select one of the voting options. Your response will be highlighted.
  - To change your vote, simply select a different option to override.

There is no need to press a submit or send button. Your vote is automatically counted. Votes may be changed up to the time the Chair closes the poll.

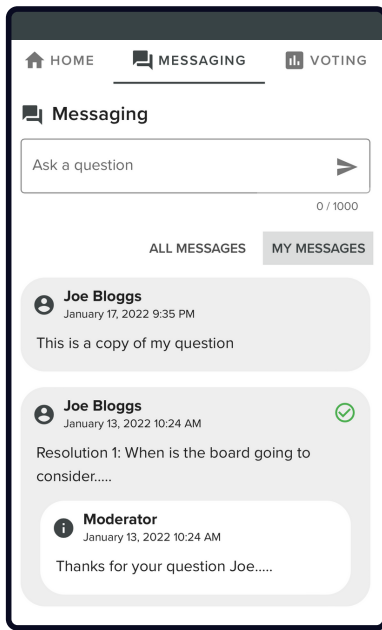


- 9 For shareholders and appointed proxies only. To ask a written question tap on the messaging icon, type your question in the chat box at the top of the screen and select the send icon. Confirmation that your message has been received will appear.




**10 For shareholders and appointed proxies only.** Questions sent via the Lumi platform may be moderated before being sent to the Chair. This is to avoid repetition and remove any inappropriate language.

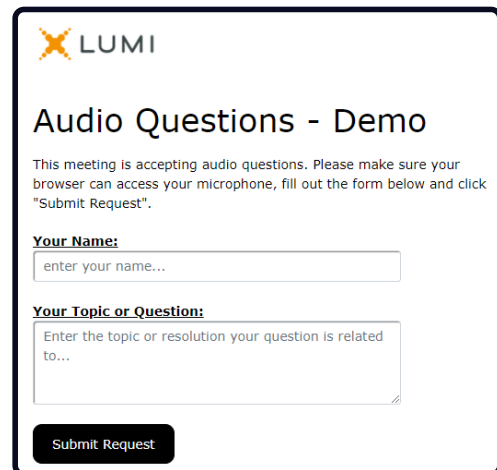
A copy of your sent questions, along with any written responses from the meeting team, can be viewed by "selecting my messages".



**11 For shareholders and appointed proxies only.** To ask a question verbally:

- Pause the broadcast
- Click on the link under "Asking Audio Questions" on the home tab 
- Enter the requested details
- Click "Submit Request"
- Follow the audio prompts to connect

You will hear the meeting while you wait to ask your question.



## Icon Descriptions



**Home tab** - Displays meeting instructions and audio questions link.



**Messaging tab** - Submit written questions or comments.



**Voting tab** - View and selection voting options. Only visible once the chair opens voting.



**Documents tab** - View documents relating to the meeting, if available.