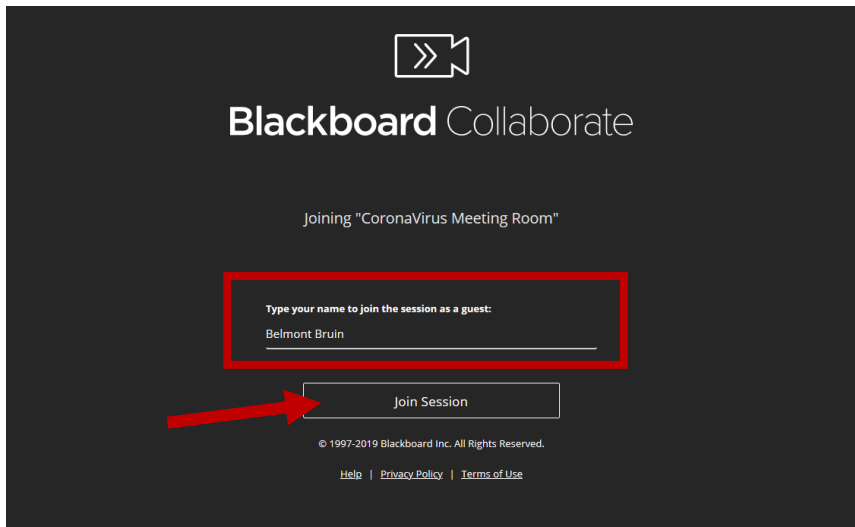
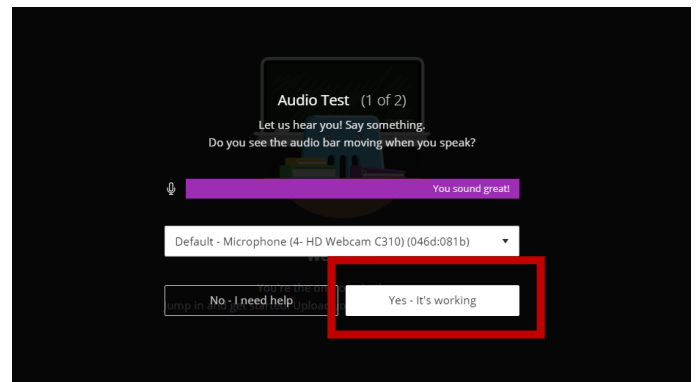
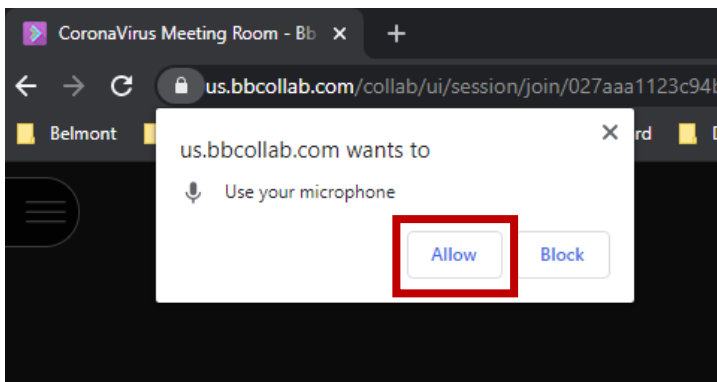


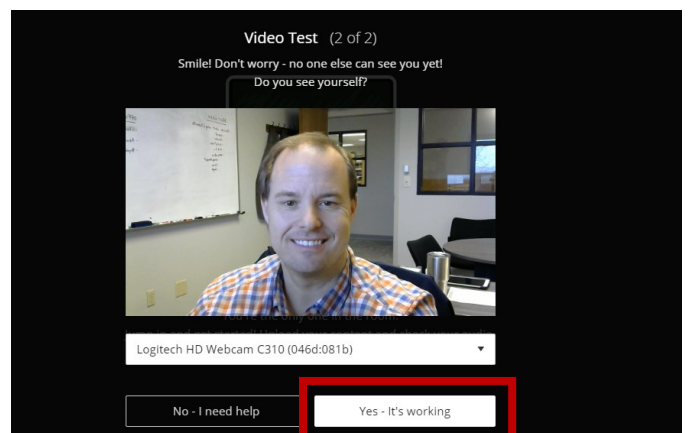
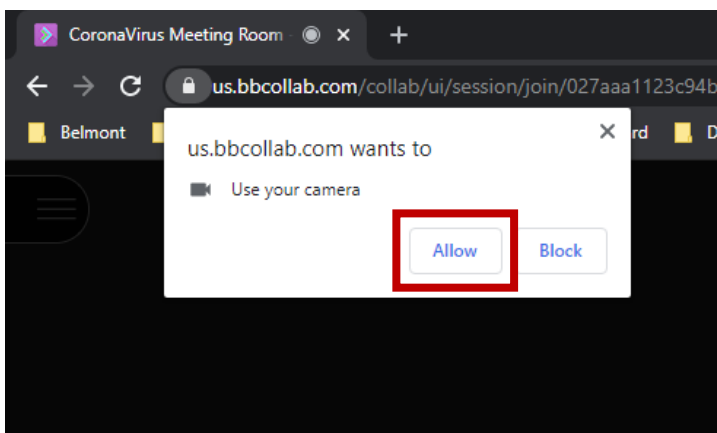
1. Open the link in either Chrome or Firefox. If either is not your default browser, copy the link and paste in the address bar in Chrome or Firefox.
2. On the welcome screen, type your name and click **Join Session**.



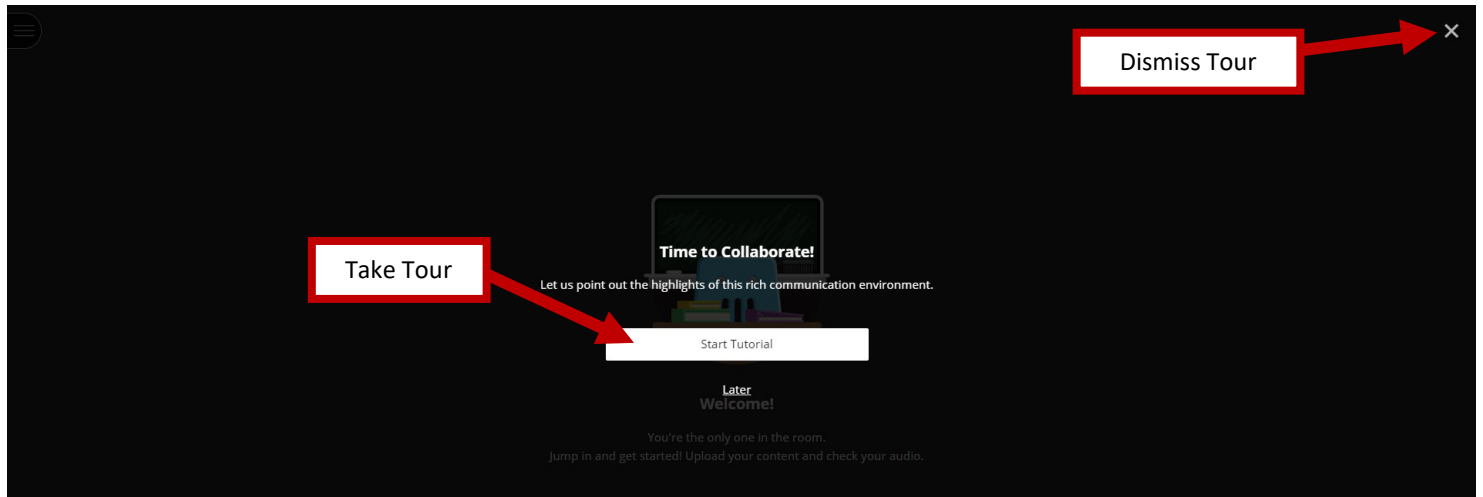
3. When you join the session for the first time, your browser will request access to your microphone. Click **Allow**. Collaborate will first test your audio connection. Select the desired input device from the drop-down menu. Say something in to the microphone you've selected. If you see the audio bar moving when you speak, select **'Yes - It's working'**.



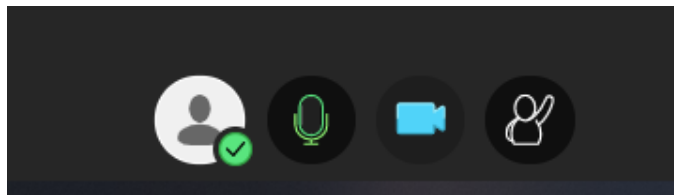
4. Likewise, for the video test, your browser will request access to your camera. Click **Allow**. Select the desired input device from the drop-down list. If you see yourself, selecting **'Yes - It's working'** will complete the process.



5. Accessible built-in tutorials can help you get up and running. Navigate through the tour, or close the dialog box and immediately engage in the session.



6. Once in the session, click the microphone icon at the bottom to unmute the microphone and click the camera icon to turn on the webcam.



7. If a microphone cannot be enabled, click the session menu (three horizontal lines in the top-left corner), click **Use Phone for Audio**, and use a phone to call the number and enter the PIN number.

