

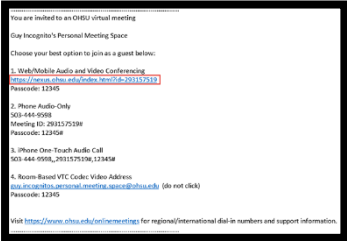

Join a virtual OHSU meeting from a personal computer

This system has been approved for use with PHI (Protected Health Information). Please employ best practices for securing information when using this service in public locations.

Before you start

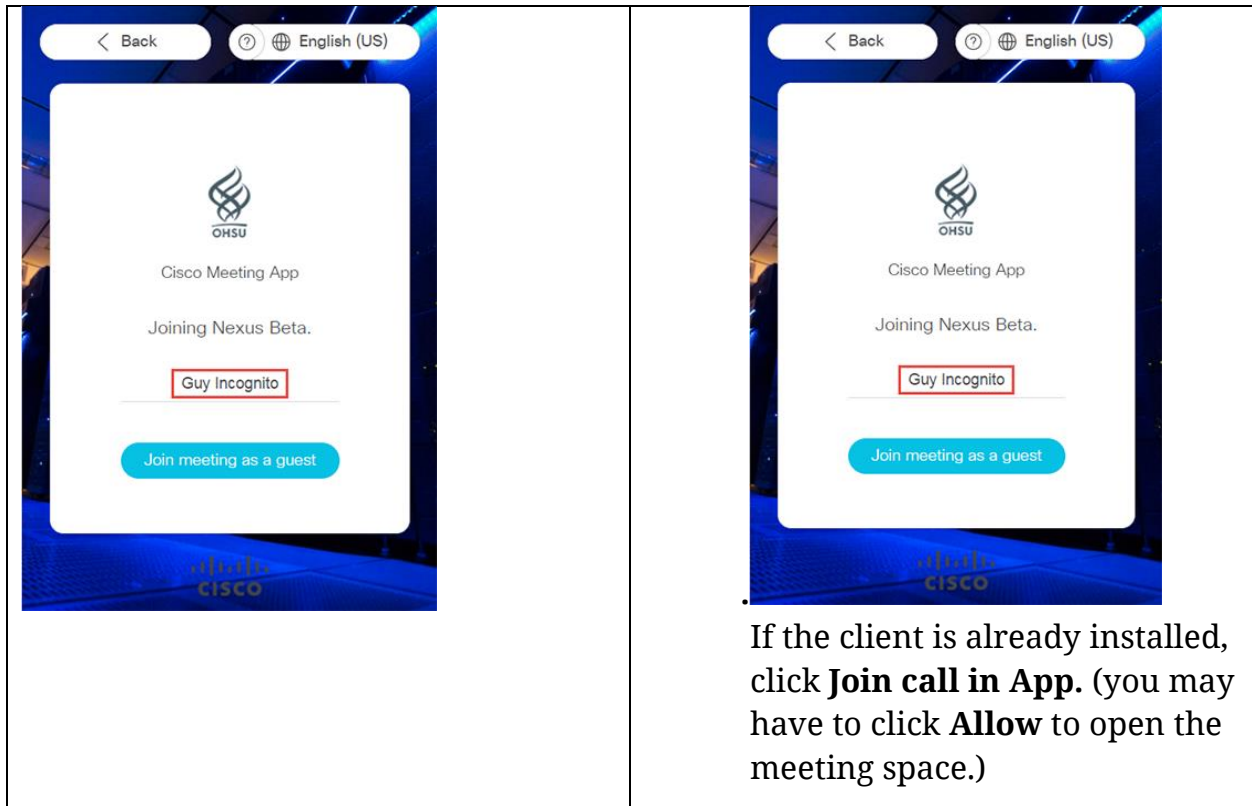
- Your device must have an active Internet connection.
- If you are using an external webcam, it must be connected to the computer. It is strongly recommended that users wear headsets when connecting from their computer or mobile device.

NOTE: Meetings will open in your default web browser. To avoid permissions issues, OHSU recommends using the Chrome web browser when connecting to Nexus meetings. Other browsers require a one-time installation of a web client before allowing you to join a meeting.

Chrome	Other browsers
<p>1. Click the Web link received in the invite</p>  <p>2. Type your name how you want to it to appear in the list of participants and click Join Call.</p>	<p>1. Click the Web link received in the invite</p>  <p>2. Type your name how you want to it to appear in the list of participants and click Join Call.</p> <p>3. At the prompt click Download App and follow the instructions for your browser to install the Cisco Meeting client.</p>



For help, call Pinnaca Cisco Support at **1-866-897-2505** and tell the representative you are connecting to an OHSU virtual meeting.



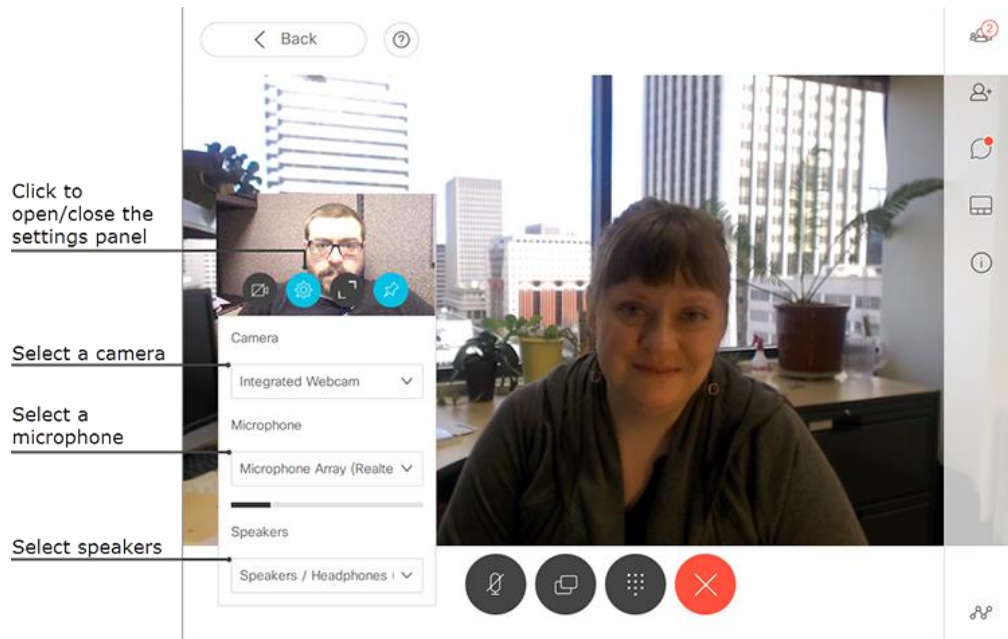
Check your camera and microphone settings:

Verify that the correct camera and audio settings are active by clicking the “gear” icon in the upper right-hand corner of the app. Often when participants have multiple devices connected to their computer (dock webcam vs built-in webcam or built-in mic vs USB headset) the correct ones may need to be selected.

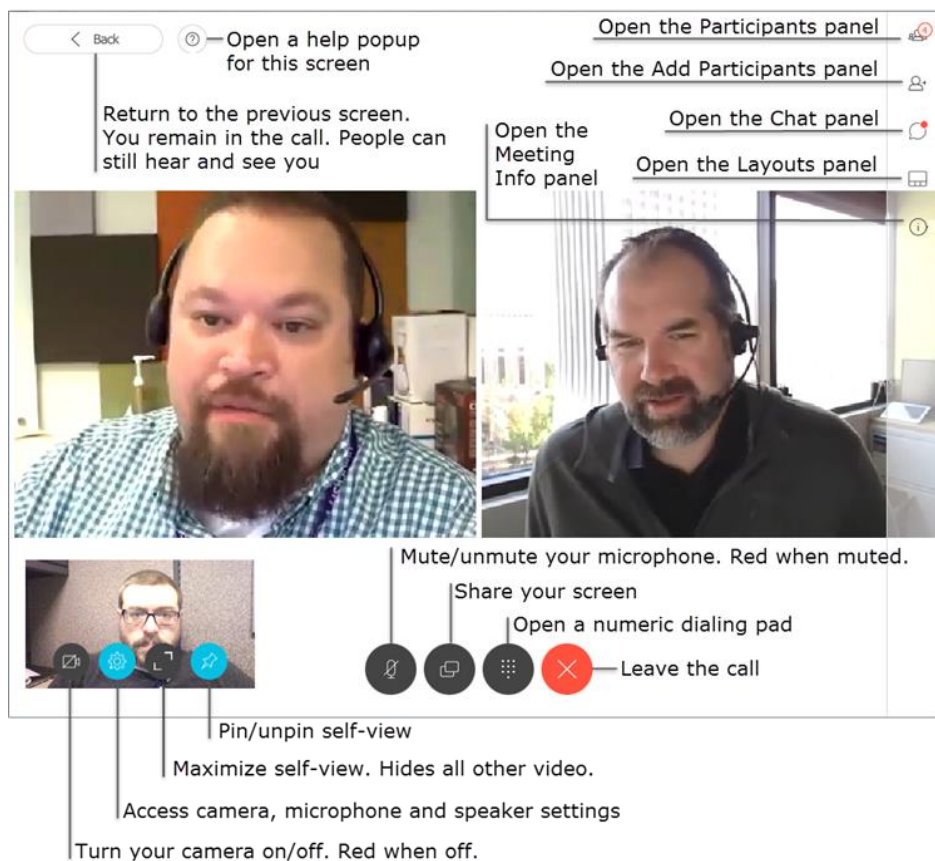
Everything is working correctly when you can view the image from your web cam, see the audio meter move from speaking in to your microphone, and hear a chirp sound when pressing the music note button.



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Communicate:



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