

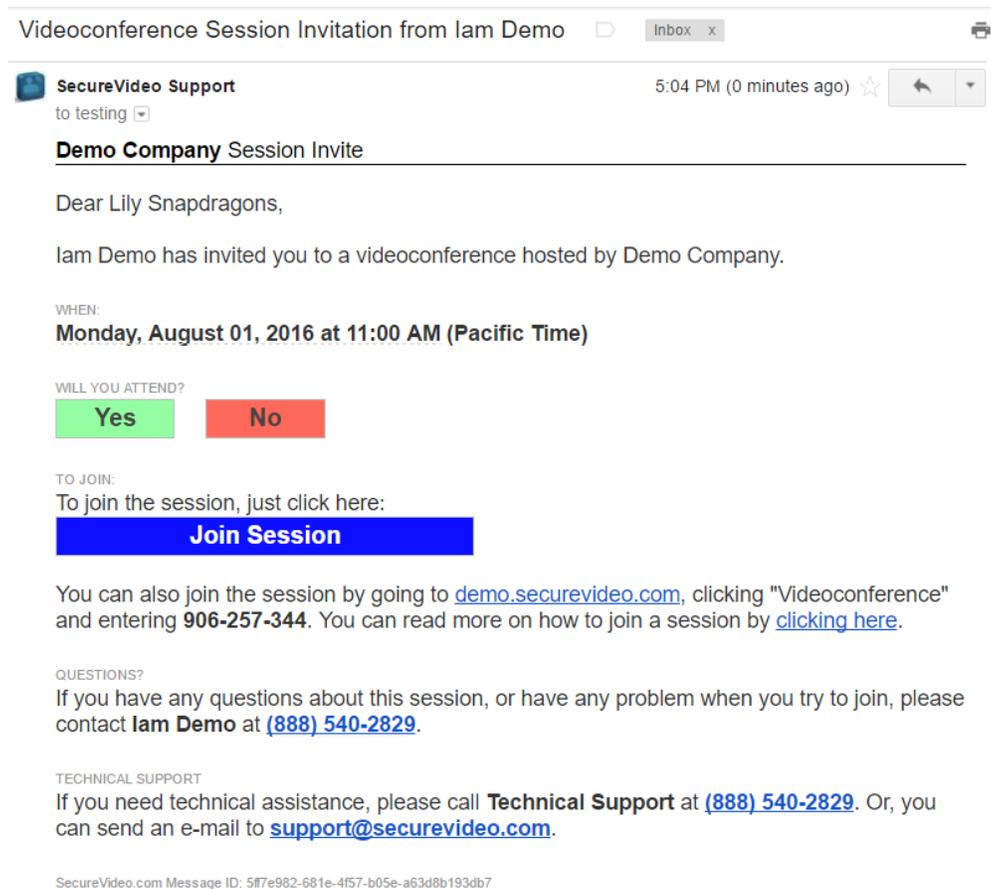
Join a Video Session: Step-By-Step Guide

Technical Support: 888-540-2829, 912-489-1629

Step 1: You will receive an e-mail invitation from SecureVideo Support that includes:

- Time and date of your session
- Two RSVP options: **Yes** or **No**
- Join Session link

How the email will look:



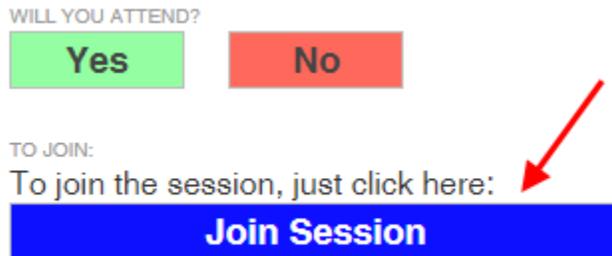
The screenshot shows an email interface. The subject line is "Videoconference Session Invitation from lam Demo". The sender is "SecureVideo Support" with a timestamp of "5:04 PM (0 minutes ago)". The recipient is "to testing". The email content includes a greeting "Dear Lily Snapdragons," followed by the invitation text: "Iam Demo has invited you to a videoconference hosted by Demo Company." Below this, the session details are listed: "WHEN: Monday, August 01, 2016 at 11:00 AM (Pacific Time)". There are two buttons for RSVP: a green "Yes" button and a red "No" button. The "TO JOIN:" section says "To join the session, just click here:" followed by a blue "Join Session" button. Further down, it provides an alternative way to join: "You can also join the session by going to [demo.securevideo.com](\"http://demo.securevideo.com\"), clicking \"Videoconference\" and entering **906-257-344**. You can read more on how to join a session by [clicking here](\"#\")." The "QUESTIONS?" section says "If you have any questions about this session, or have any problem when you try to join, please contact **Iam Demo** at [\(888\) 540-2829](\"tel:8885402829\")." The "TECHNICAL SUPPORT" section says "If you need technical assistance, please call **Technical Support** at [\(888\) 540-2829](\"tel:8885402829\"). Or, you can send an e-mail to [support@securevideo.com](\"mailto:support@securevideo.com\")." At the bottom, there is a small message ID: "SecureVideo.com Message ID: 5f7e982-681e-4f57-b05e-a63d8b193db7".

Step 2:

- **Click Yes or No to RSVP** and let your host know you are coming!

Step 3:

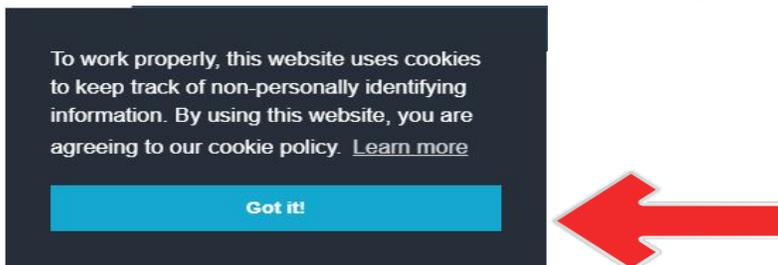
- A few Minutes before your session, click **Join Session** button in the e-mail as below:



- ✚ If this is the first time you are joining a session, you will need to download Zoom onto your device by following Steps 4 & 5:

Step 4

- Select "Got it!" in the box that appears asking for you to agree to Zoom's cookie policy



Step 5

- Select "Download Zoom" in the Download and Install Zoom Box.



- When the zoom cloud meeting appears.....DO NOT select join meeting, instead close the box by selecting the X in the top right corner.



Step 6:

- Click Enter Waiting Room.
- Click "Open Zoom"

Iam Demo

Monday, 8/1/2016

11:00am (PT)

(888) 540-2829

Add to Calendar ▾



Your RSVP: Yes, will attend



Statement of Understanding Example



Pay

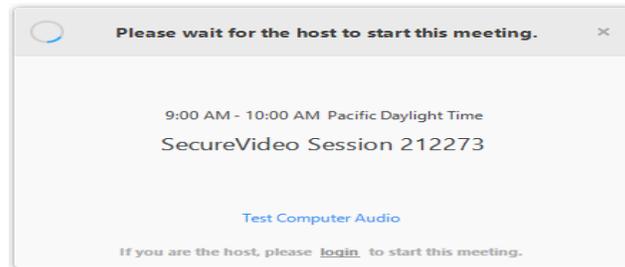
Enter Waiting Room

Install Zoom



Step 7:

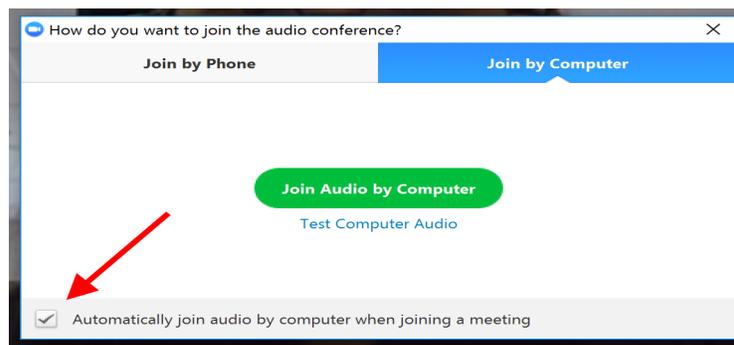
You'll see either your own video image, or the message below. In either case, please wait for your host to arrive.



Step 8:

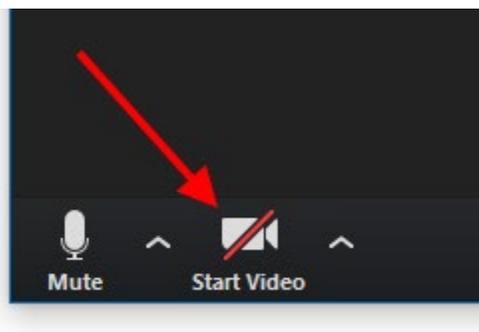
Once the host joins, click "Join Audio by Computer"

- **TIP:** Check the box next to "Automatically join audio by computer when joining a meeting" before clicking "Join Audio by Computer" to avoid having to confirm this every time.



Step 9:

Click the "Start Video" button in the lower left hand corner.



Step10: For Smart Phones Only

- ✚ For Smart Phones: After Step 9, As Illustrated below: Click **“Got it”**, then Select **“Join Audio”** (bottom left corner). If a box then appears that states: **“Call via Device Audio”**, click on it. Another box may appear that states **“Unmute”**, click on that as well.

