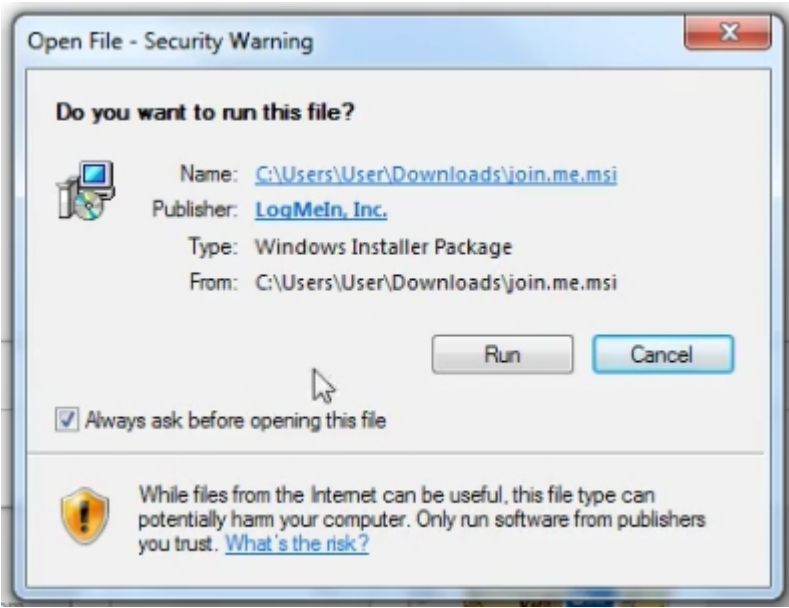


# Webinar App Setup

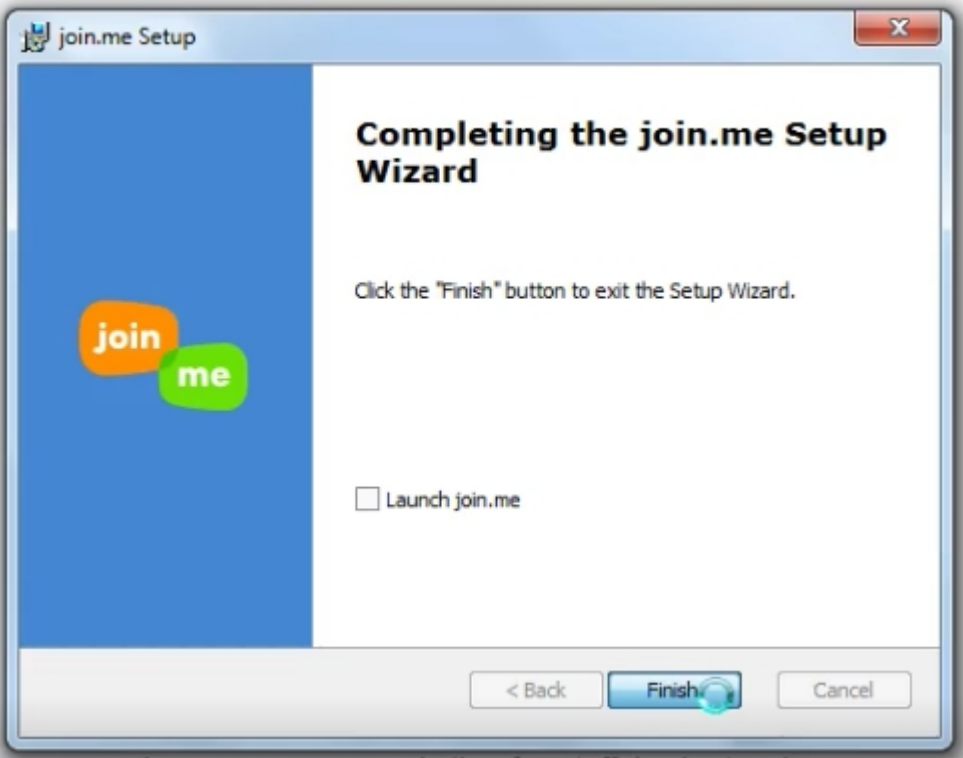
To participate in advanced webinar features such as screen sharing and controlling the presenters screen you will need to install the join.me app and create an account.

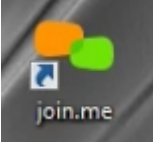
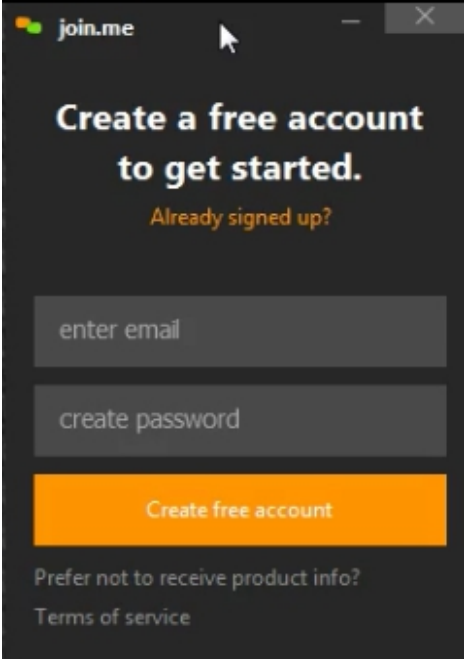
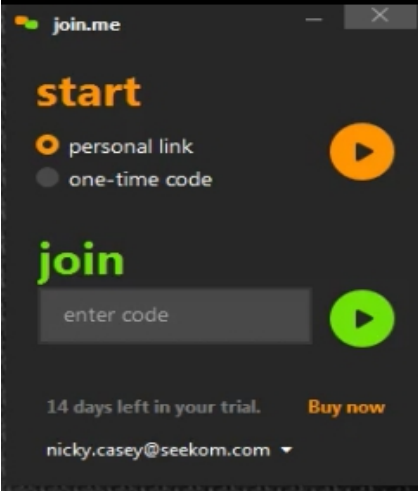
Links to download the join.me app (both Windows and Mac versions) are available from our website .

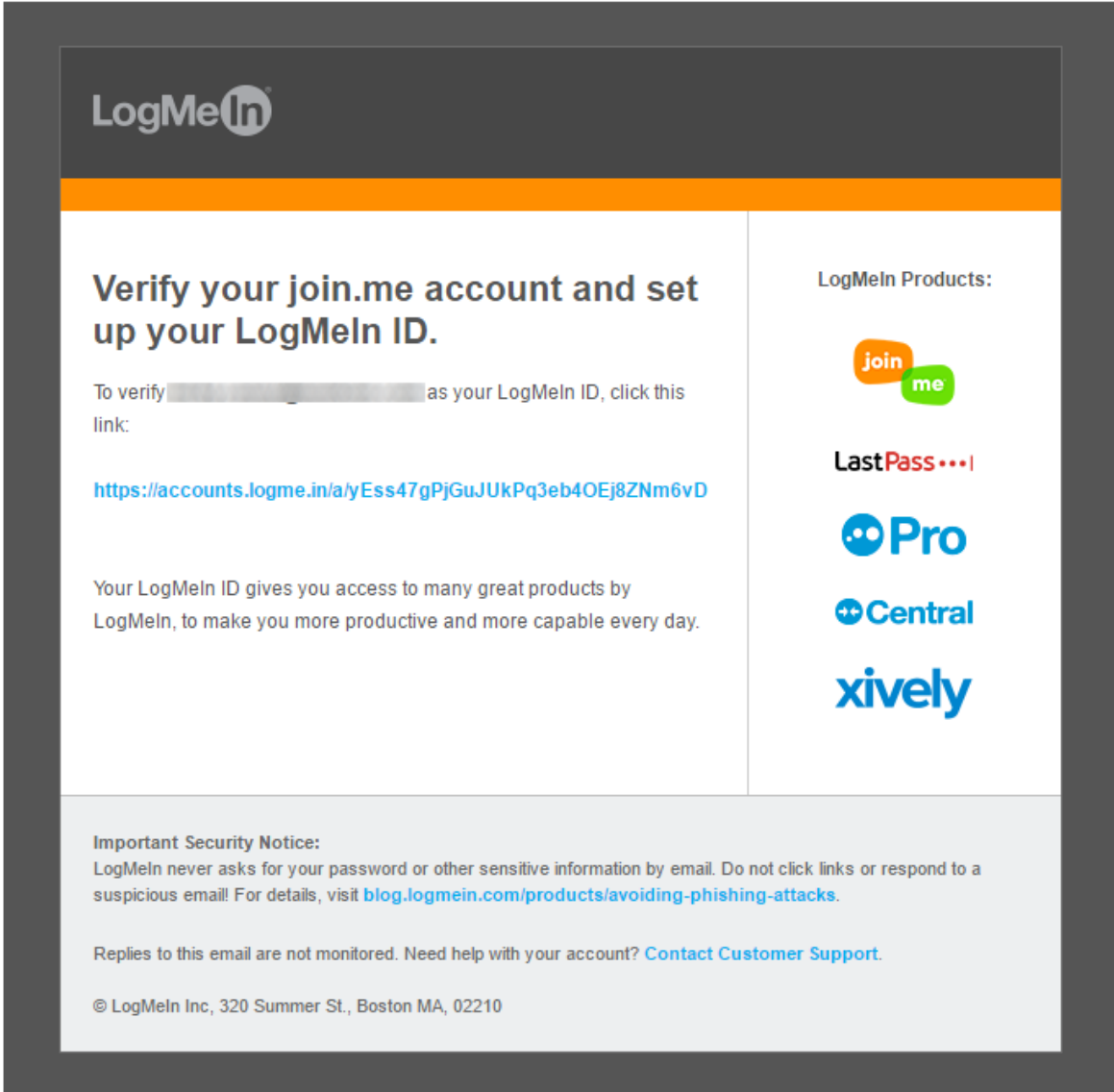
## Instructions

Step	Action
1	Open your browser software and visit <a href="http://web.seekom.com/webinar-demos">http://web.seekom.com/webinar-demos</a>
2	Click the 'download app' button.
3	Click on the download button for Windows or Mac as appropriate.
4	Navigate to the download folder on your computer and run the .msi file (Windows installer) or .pkg (Mac installer) as appropriate.
5	If receive a security warning to confirm running the installer, click Run. 

Step	Action
6	<p>Join.me setup wizard will open. Click Next&gt; button.</p> 
7	<p>At Licence Agreement check radio option to accept terms and click Next &gt; button.</p> 

Step	Action
8	<p>At 'Ready to Install' click 'Install' button.  <i>Setup may take several minutes.</i></p> 
9	<p>On completion of setup un-check 'Launch join.me' (we will test desktop shortcut operation) and click 'Finish button.'</p> 

Step	Action
10	<p>Minimise all application windows and launch join.me app shortcut from your computer desktop.</p> 
11	<p>The very first time you launch the join.me app you will need to create an account.</p> <p>Enter your email address and a password into input fields and click 'Create free account' button.</p> 
12	<p>You will now see the join.me start / join options. This is the window that will launch from now on when you open the join.me ap.</p>  <p><i>Ignore the trial countdown. When you sign up join.me will upgrade you to a paid version for 14 days which you won't need unless you also want to run webinars with all features enabled.</i></p> <p><i>After 14 days you will be downgraded to the free version which enables you to join webinars.</i></p>

Step	Action
13	<p>Your last step is to verify your join.me account. Open your email and look for an email much like that shown below.</p> <p>Click the verification link provided in the email.</p> 

In future, to join Seekom's webinars / training sessions, you can just open your join.me app, enter the provided code and click the green join arrow.

By installing the join me app you will be able to use advanced functions during our webinars such as sharing your screen, or requesting control of the presenter's screen. Webinar participation guide is available from our website at <http://web.seekom.com/webinar-demos>