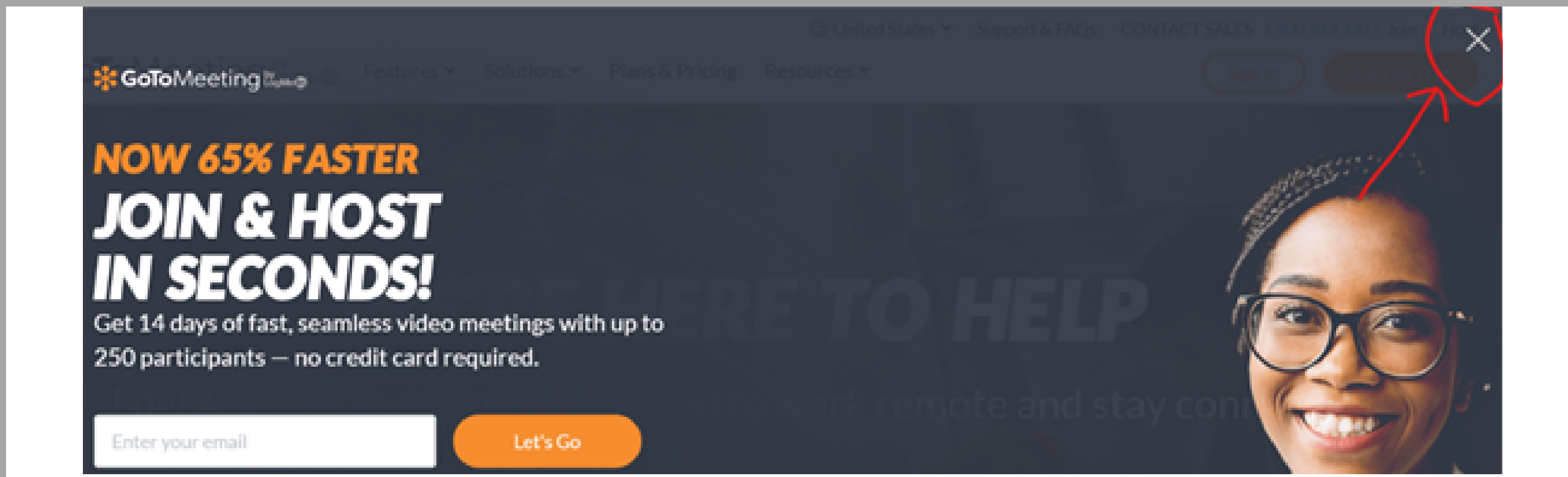


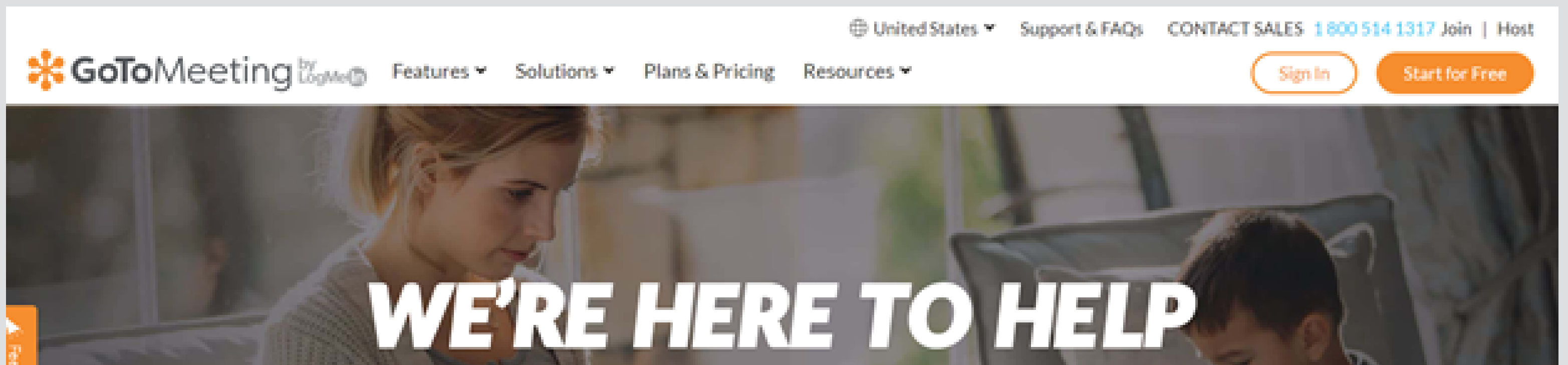
GoToMeeting: Download Instructions

Go to **www.gotomeeting.com**

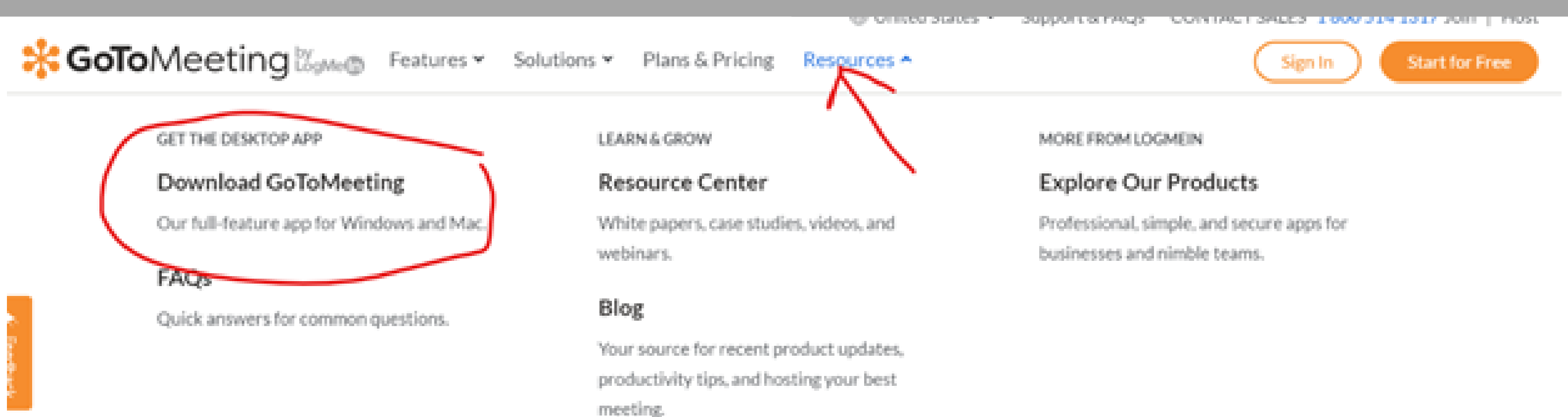
- If a popup shows up similar to the one below, click on the X in the upper right-hand corner.



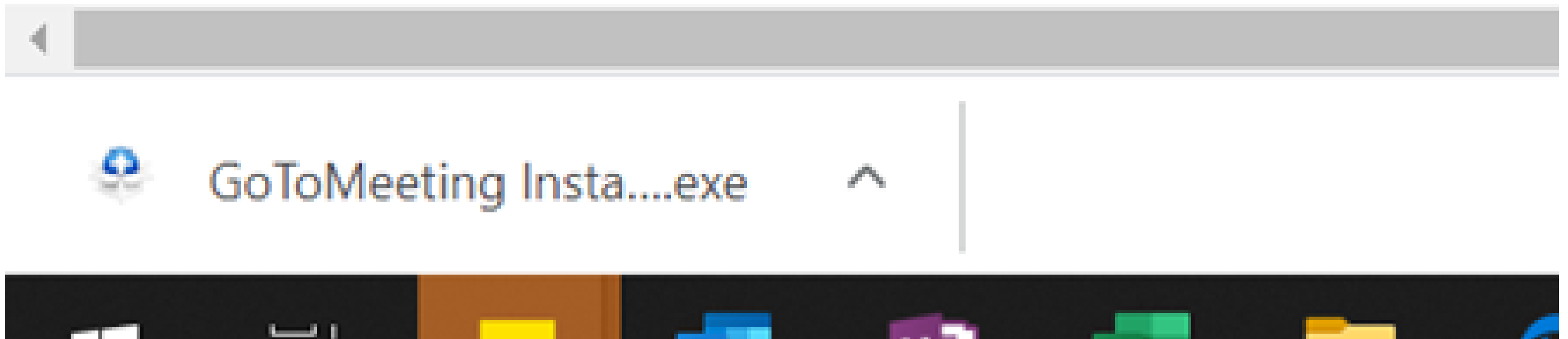
Then you should see a screen that looks similar to this.



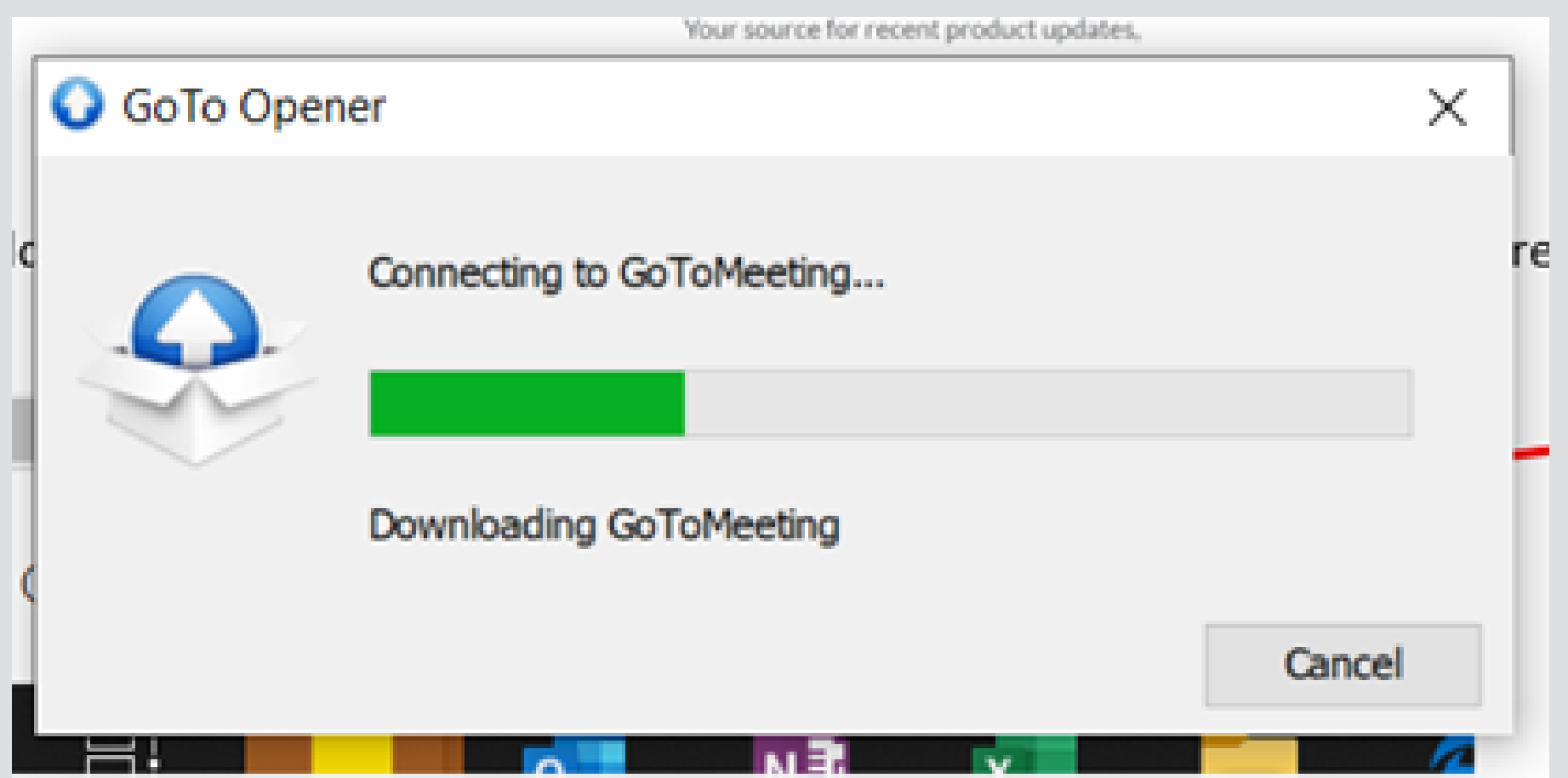
Click on "**Resources**" to see a drop menu.
Then click on: "**Download GoToMeeting**"



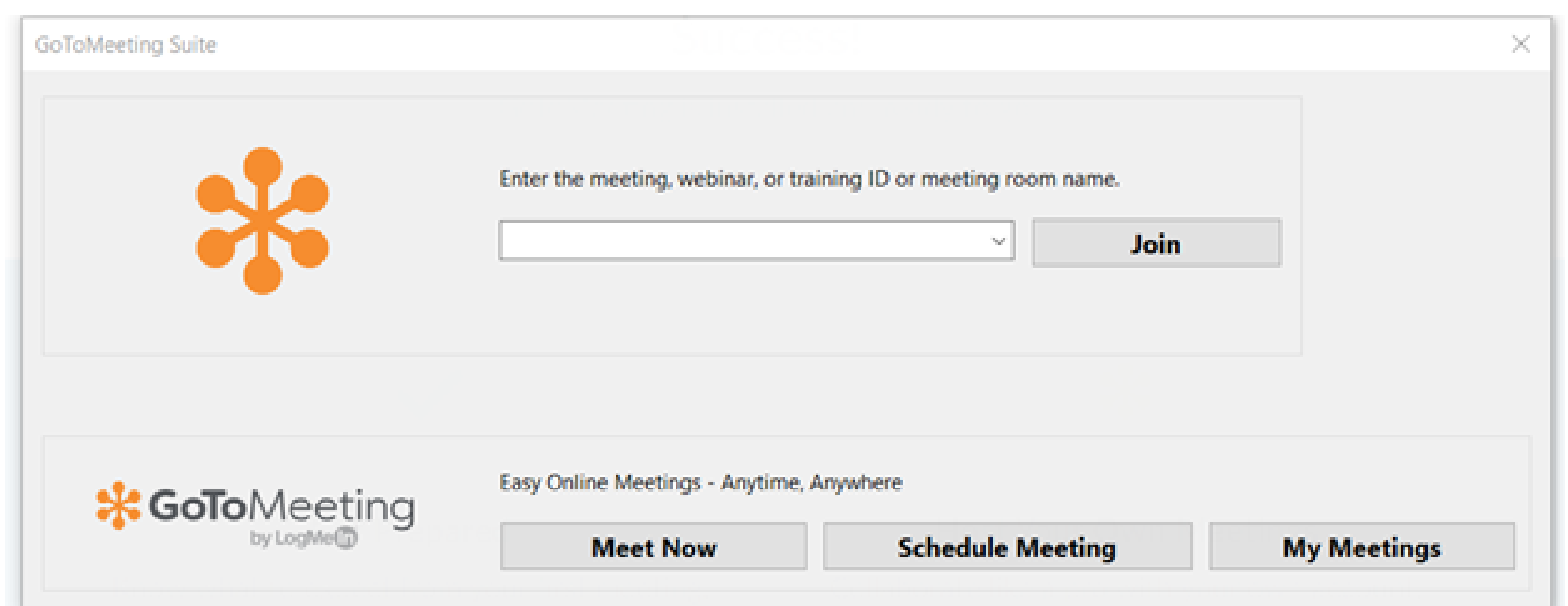
You should see the download pop up in the lower left-hand corner of your screen. Click on that.



A box will pop up showing that it is “initializing” as it downloads the program.



Then you'll get a screen that looks like this:

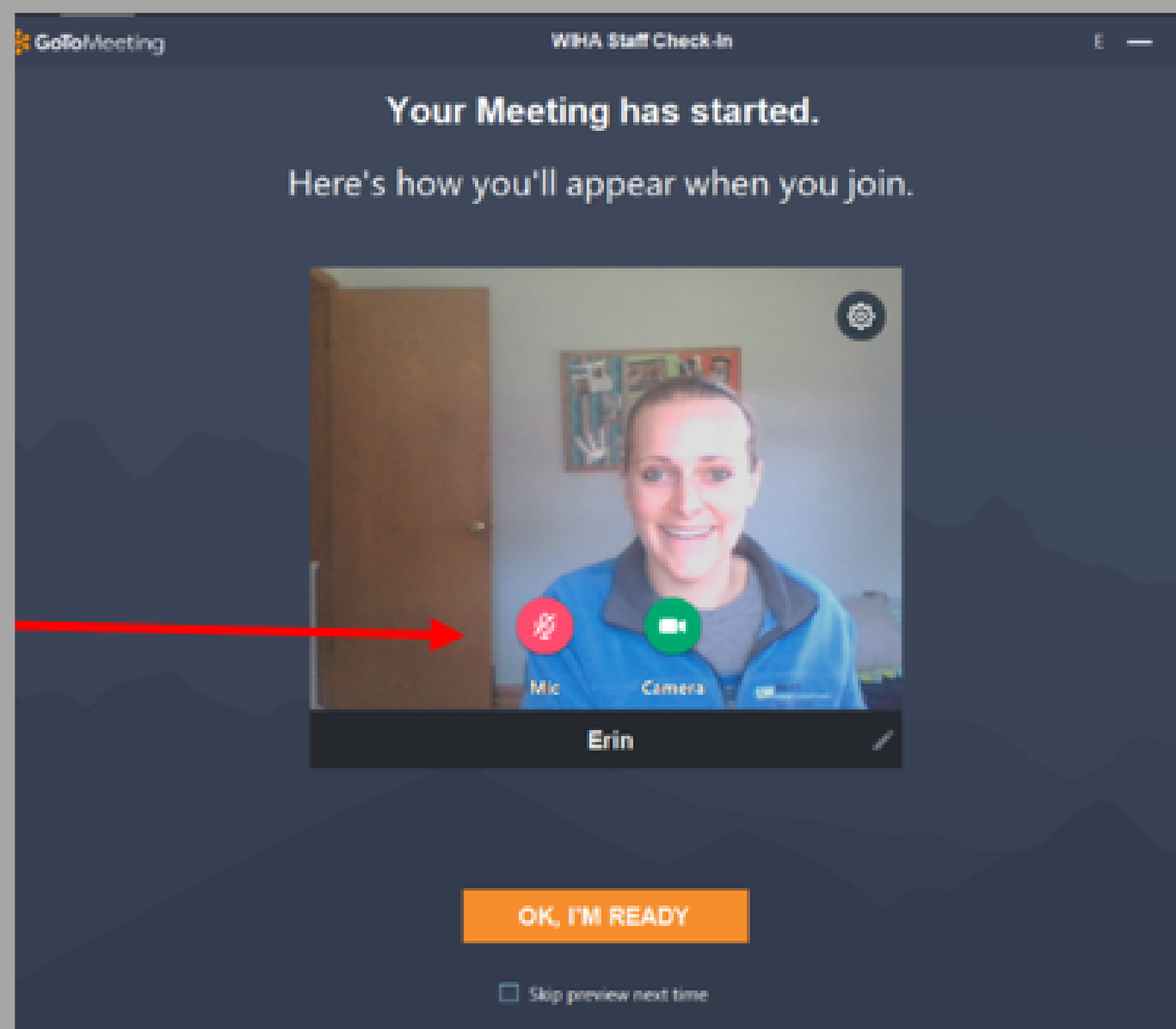


Once your Leader informs you of the meeting ID, you will enter that in the space and then click “Join”. OR, if your Leader provides you with a link to click at the time of the meeting, then you can just click that and it will automatically open the program.

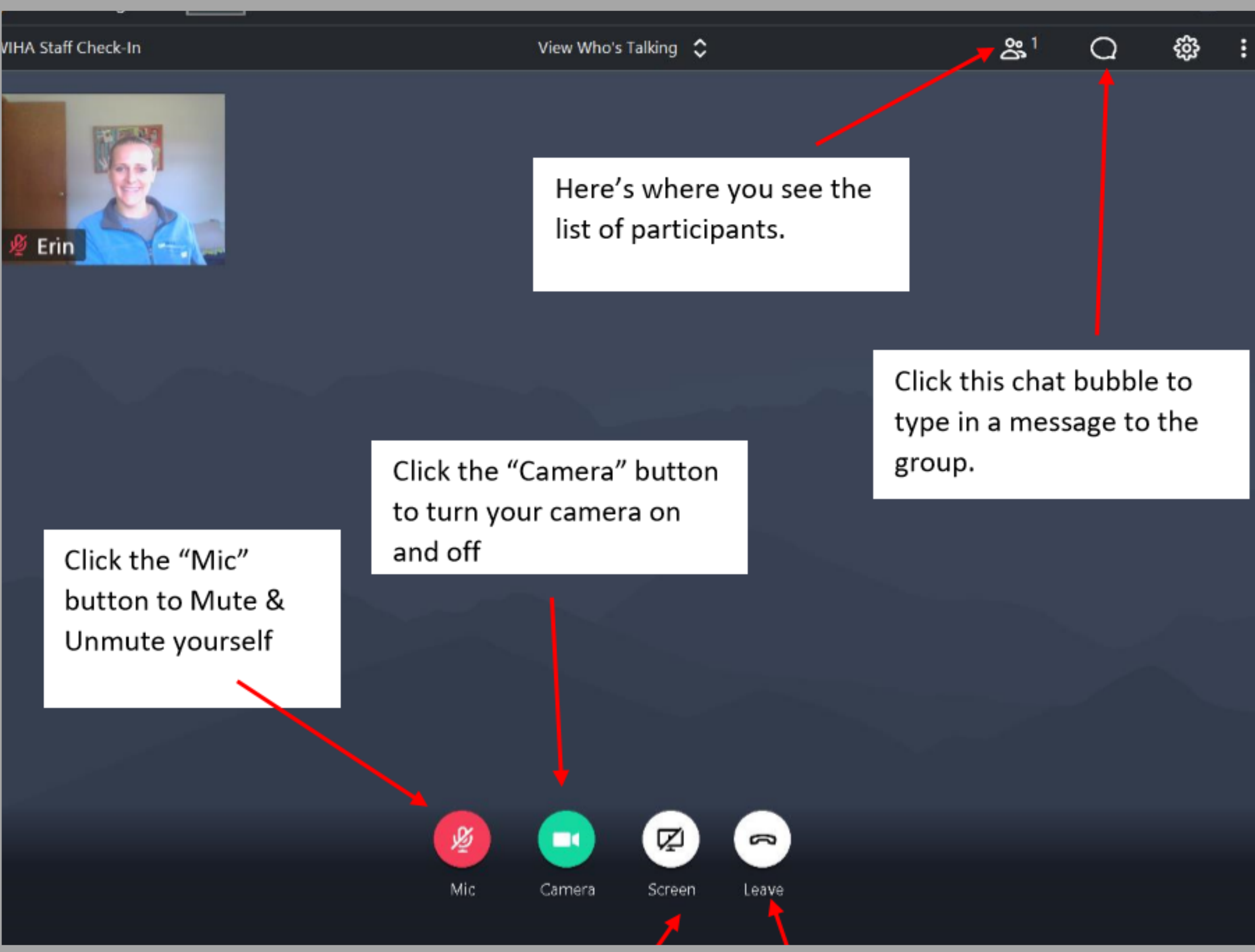
When you enter the room,
you'll see a screen that looks like this:

Ensure that your mic is off
(red button should be
red) and the camera is on
(green button is green).

**Then select:
"Ok, I'm ready".**



Then the
meeting room
will pop up.



This button is to share
your screen. As a
participant, you do not
need to click this.

Press the "Leave" button
to leave the meeting.