

## Mac Device Quick Tips Getting Started with Virtual Health Visits

If you choose to use your Mac desktop or laptop such as Macbook or iMac, the following instructions will help you to get started with your first virtual health visit via Skype for Business.

Instruction	Expected Computer Screen
Join the Meeting:  1. Open email invitation  2. Click Try Skype Web App	Today at 1 AM (1h 30m) No Conflicts  à Join Skype Meeting Trouble Juling? Inv Skype Web App
Type your name when you see "Guest". The name you add will be visible to your provider  3. Check remember me and 4. Check Install Skype for Business Web App plug-in 5. Click Join the meeting  *Plug-in is a software component that adds a specific feature to enable a connection to Skype for Business	Skype for Business Web App  Guest. type your name below  Ruby Luffman  emember me  stall Skype for Business Web App plug-in By joining the meeting. I agree to the plug-in Terms and Conditions.  Zoin the meeting  Sign in if you are from the organizer's company





Sunny Hill Health Centre for Children (Virtual Health Program) 3644 Slocan Street, Vancouver, BC V5M 3E8 604 453 8302

## Instruction **Expected Computer** Screen 6. Follow the prompts to install Skype for Business plugin Run Close X Wait for the plugin to install Let's install the plugin. Simply follow these three steps to set up Skype calls You may need to click Join Skype Meeting again \*A plugin is a software component that adds a specific feature to enable Click on "Run" to get started. Wait for the plugin to install. Enjoy free Skype calls. connection to Skype for Business. This plugin will automatically update to give you the best experience. If you don't want the updates, please do not install the plugin Do you want to run or save SkypeWebPlugis.msi (13.9 MB) from skype Run Save \* Cancel This type of file could harm your computer. 7. Trust the website Do you want to trust the website "meet.kloud" " to use the "Skype for Business Meeting Join Plug-in" plug-in? 8. Click Allow to trust this domain You can manage which websites you trust t Security preferences. Never for This Website Skype for Business Web App The domain hssbc.ca wants to load the plug-in that will let you participate in audio and video conferencing and will also let you present your screen to others. Only allow the plug-in if you trust hssbc.ca. Always allow the plug-in for this domain Allow Deny 9. Wait in the virtual lobby No other participants v The provider sees when someone is waiting and will open the meeting for you. Hello. You're in our virtual lobby, so make yourself comfortable. Please don't move away from the app—the organizer will let you in soon. Leave meeting





Sunny Hill Health Centre for Children (Virtual Health Program) 3644 Slocan Street, Vancouver, BC V5M 3E8 604 453 8302

Instruction	Expected Computer Screen
<ul> <li>10. Ensure the microphone and camera are not muted by making sure they do not have a line through them.</li> <li>11. Check if participants can see/hear one another.</li> <li>12. Click to exit the meeting once complete</li> </ul>	Earpiece

