



Accessing a YouSeeU Appointment

***After booking a virtual appointment:**

1. You will receive an invite link (via email) directing you to the meeting page

The screenshot shows a meeting lobby page with the following content:

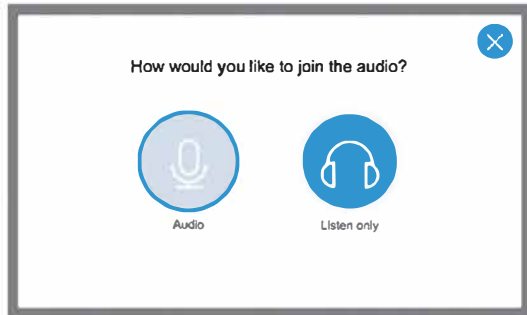
- Meeting Lobby Page**
- Moderator** Parker Eric-Alain
- Starting Time** July 19, 2018 at 11:34AM EDT
- This meeting has a maximum duration of 1 hour from the starting time
- Quick Tips**
 - Use a **laptop or desktop** computer, tablets and mobile devices do not support all the features. **Chrome and Firefox** are the recommended and supported browsers.
 - Use **headphones** instead of speakers to prevent voice echo.
 - The **Enter Meeting Room** button will activate when it's time to start your meeting.
- Session Management**
 - ➔ **Audio and Video**
 - ➔ **Recording**
 - ➔ **Participation**
- Enter Meeting Room** button
- POWERED BY **YOUSSEU**

2. Click "Enter Room" (not available until the meeting time) and add a distinction for first and last name, then click "Go"

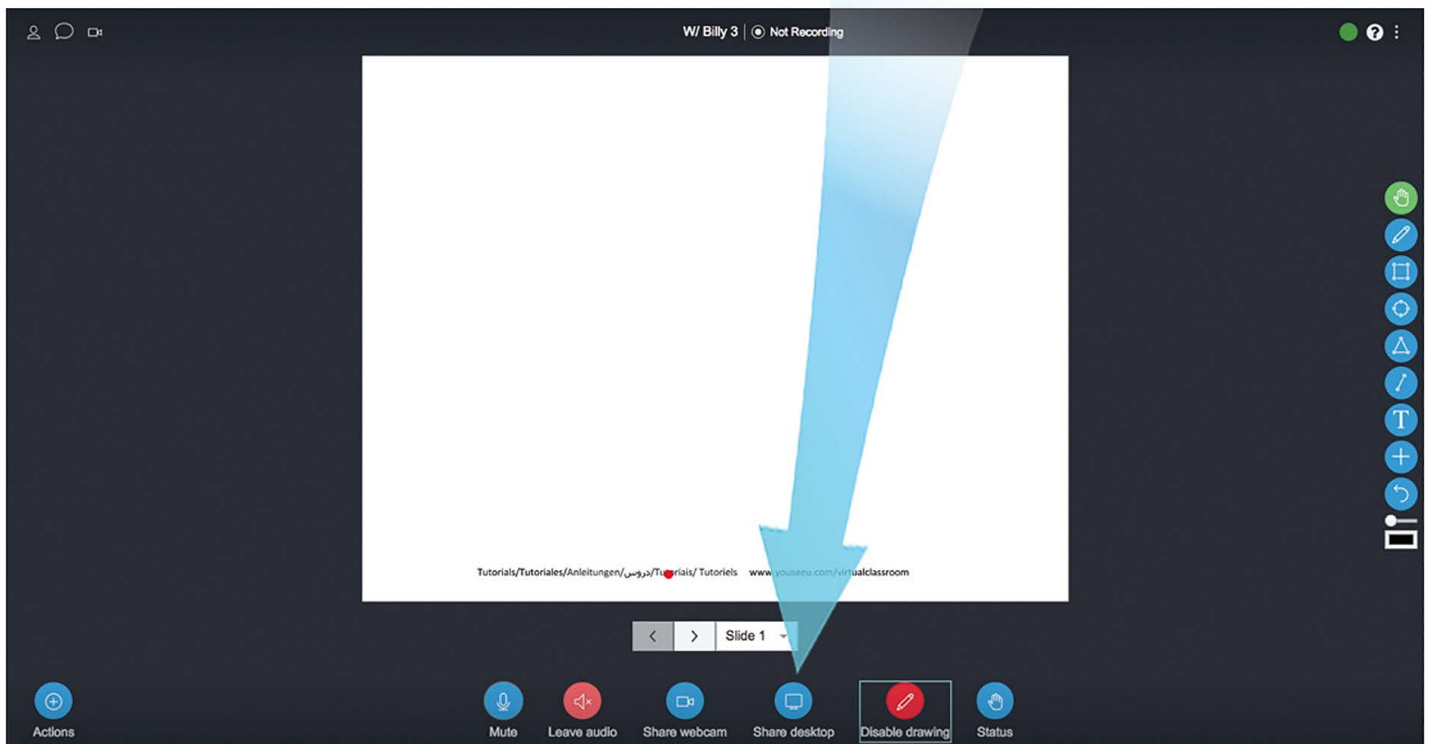
First name

Last name

3. Join audio and follow prompts to enable your microphone and speakers/ phones



4. Once the tutor gives you presenter permissions, you will be able to share your screen ***This might require downloading a plug-in



5. Once in the meeting, you can also adjust audio, share screens/ webcams, and toggle drawing/ mark-up functions

Troubleshooting:

- + Firefox and Chrome are the only supported browsers--Edge/ Safari will not work
- + If sharing whole screen, you must navigate away from the virtual appointment to another tab/ application to avoid a tunnel of windows
- + Sharing just a tab in particular (versus the whole screen) leads to a static experience no scrolling in real time
- + Cross-platform (Mac to PC) and cross-browser (Firefox to Chrome) issues have occurred