

MRRI Web Conference Instructions

Updated: Feb 15, 2016

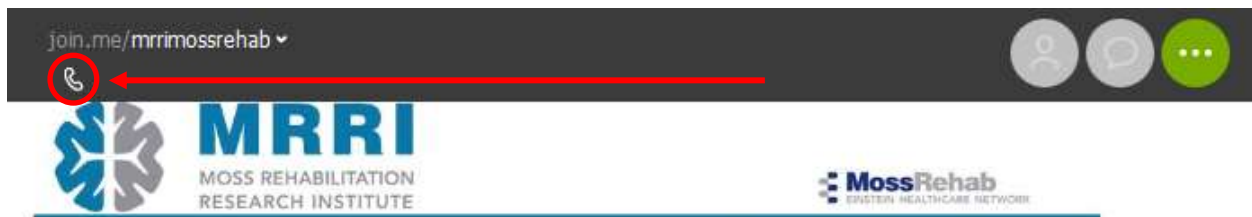
It is recommended you print out these instructions and have them available when joining the web conference.

You should have received an email with the date and time of the web conference. It is important to allow ample time for Internet and audio connections. Conferences usually start on time and late attendees may not be able to connect.

System Requirements: It is HIGHLY RECOMMENDED you use **Chrome**. However, any modern browser will work: Internet Explorer 7 or above, or the latest Firefox, Chrome, Safari with Flash Player 10 or higher. Your browser may request a plug-in be installed. Follow any recommendations or instructions.

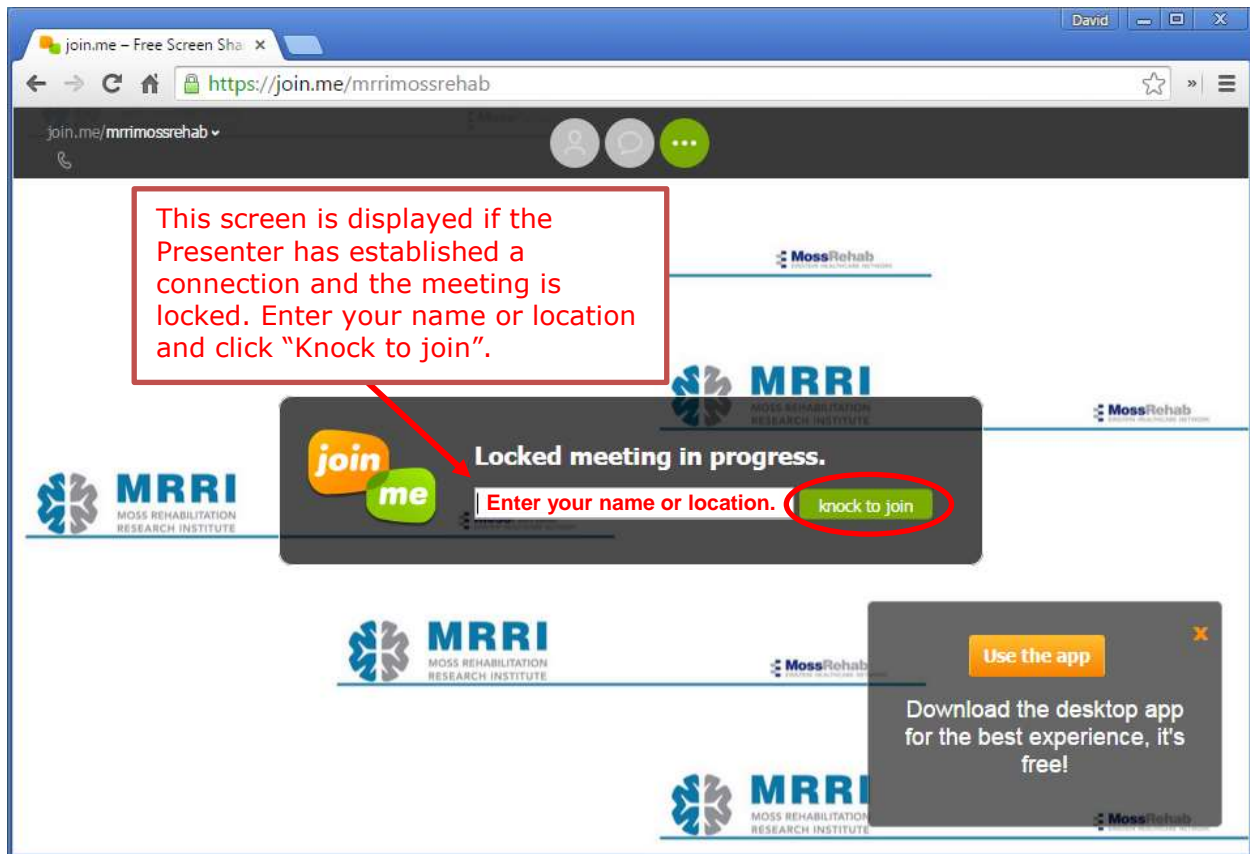
Conference URL: join.me/mrrimossrehab (you may want to Bookmark this URL for future reference)

Phone/Audio: "Call by Phone" number is accessible via the [JoinMe Control Panel](#). It is recommended you use this option. Instructions are listed below.
PLEASE NOTE: These are NOT Toll-Free numbers. You may be charged a fee by your phone service provider.



Following are screen shots of what may be displayed on your computer when attempting to join the web conference. Again, it is HIGHLY RECOMMENDED you use **Chrome**. If required, a small plug-in may automatically download and install. If you are asked to accept the plug-in, do so.





If the meeting is "Unlocked" or the Presenter has accepted your request to join – the Presenters desktop or application window will display on your computer screen.

Phone / Audio Instructions:

1. →

Click #1 (Phone Icon) then **#2** ("Call by phone")

The phone/audio conference information will display. Dial the number and follow the prompts to establish an audio connection.

PLEASE NOTE: Phone number and Conference ID numbers may change for each web conference.

2. →

NOTE: If the phone number is busy or you have difficulty connecting, try a different number. Click on the tab for international and additional numbers. If your institution blocks toll calls you can try "Call via Internet". It is requested you **mute your telephone** during the presentation. If time allows, questions may be asked/answered at the end of the web conference. Attempt to limit background noise. All locations will hear one another.

If you have questions or need assistance please contact: David Kennedy, kennedyd@einstein.edu - 215-481-9343