

MEETING INSTRUCTIONS

1. DOWNLOAD THE APP TEAMS

TEAMS APP ICON

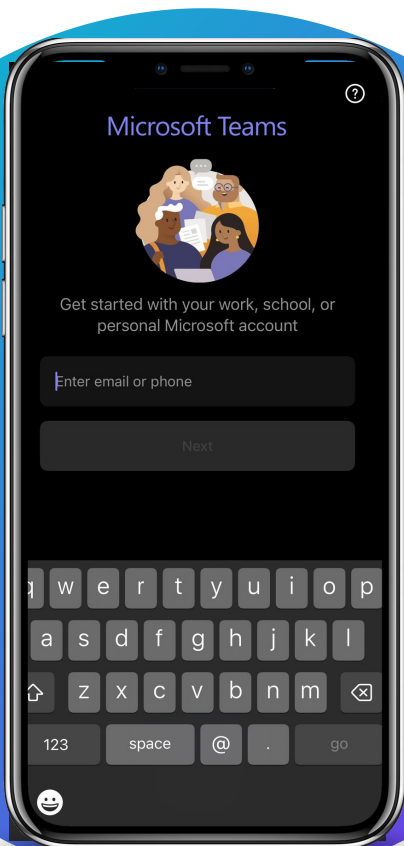


2. OPEN THE APP

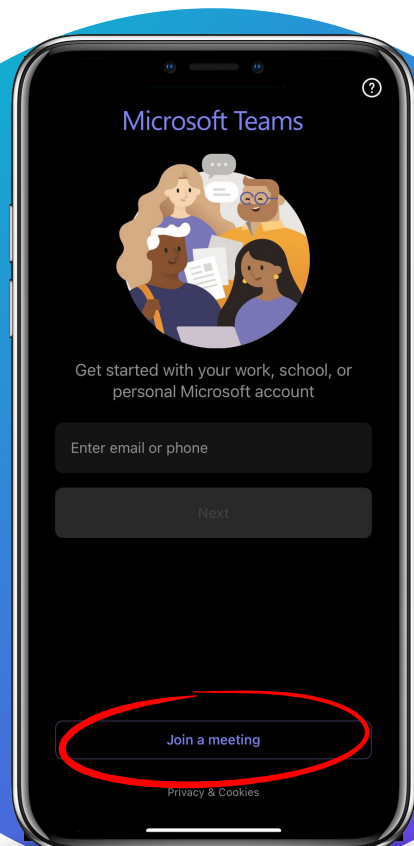
AVOID ENTERING EMAIL OR
PHONE NUMBER

AT THE BOTTOM OF THE SCREEN
CLICK JOIN A MEETING

A

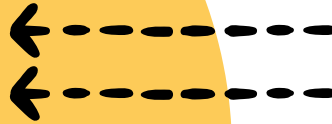
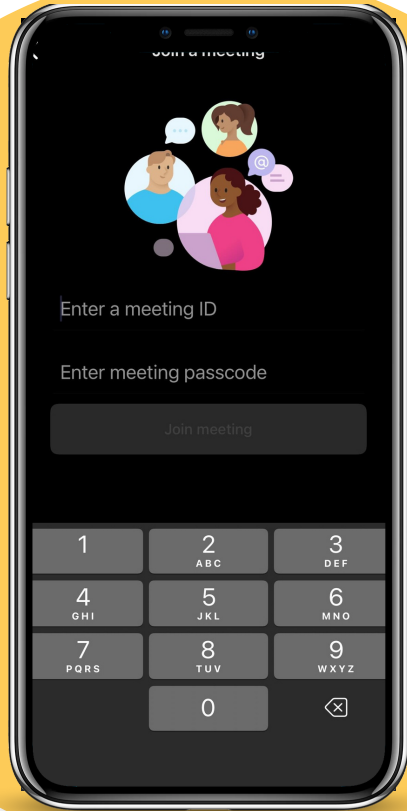


B



3. ENTER MEETING ID AND PASSCODE

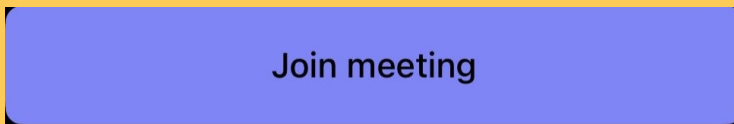
A



ENTER MEETING ID
IN THE FIRST LINE

ENTER PASSCODE IN
THE SECOND LINE

B



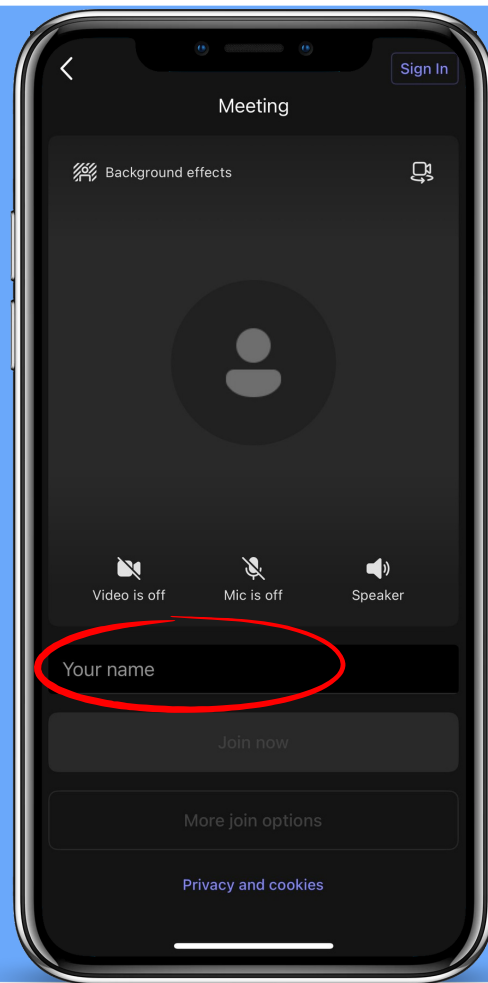
CLICK THE 'JOIN MEETING' BUTTON WHICH SHOULD TURN PURPLE AS SOON AS YOU FINISH TYPING IN THE MEETING INFORMATION

4. ENTER YOUR FIRST AND LAST NAME

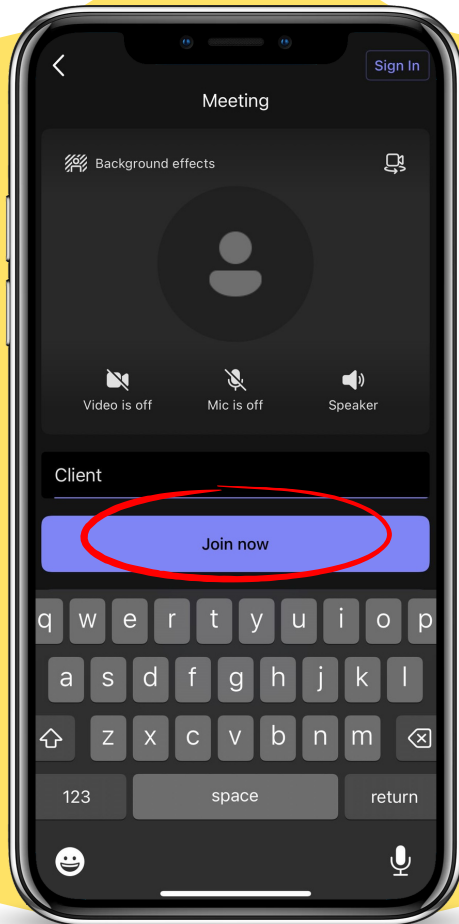
ENTER YOUR
FIRST AND
LAST
NAME



A



B



CLICK THE 'JOIN
NOW' BUTTON
WHICH SHOULD
TURN PURPLE AS
SOON AS YOU
ENTER YOUR NAME

5. WAIT TO BE ALLOWED INTO THE SESSION



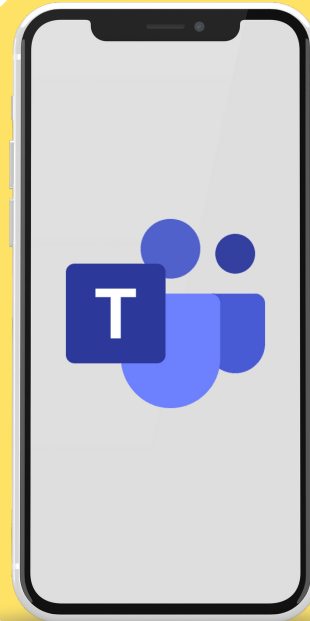
**PLEASE REMAIN IN THE WAITING SECTION
UNTIL BEING ALLOWED INTO THE MEETING.**

**IF YOU ARE NOT LET IN WITHIN 15 MINUTES
OF THE OFFICIAL START TIME, CALL THE
OFFICE AT 562-907-7466**

INSTRUCCIONES DE REUNION

1. DESCARGAR LA APLICACION TEAMS

ICONO DE LA APLICACION
TEAMS

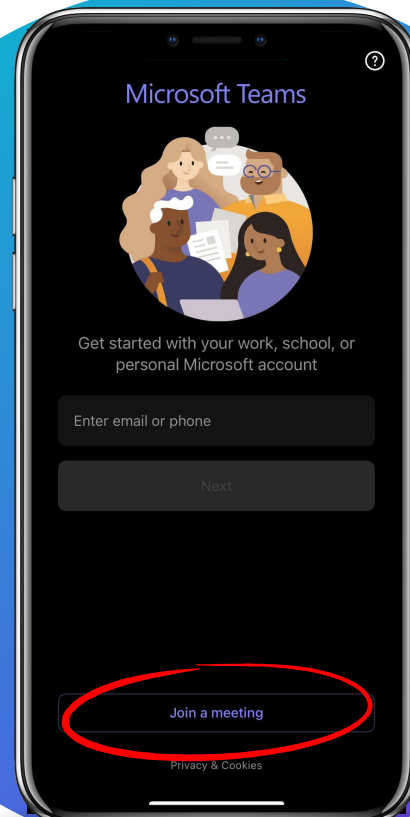
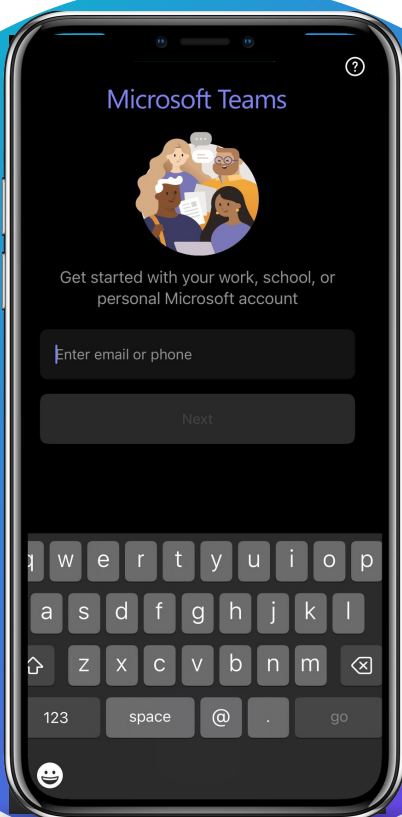


2. ABRA LA APLICACION

EVITE INGRESAR EL CORREO
ELECTRONICO O NUMERO DE
TELEFONO

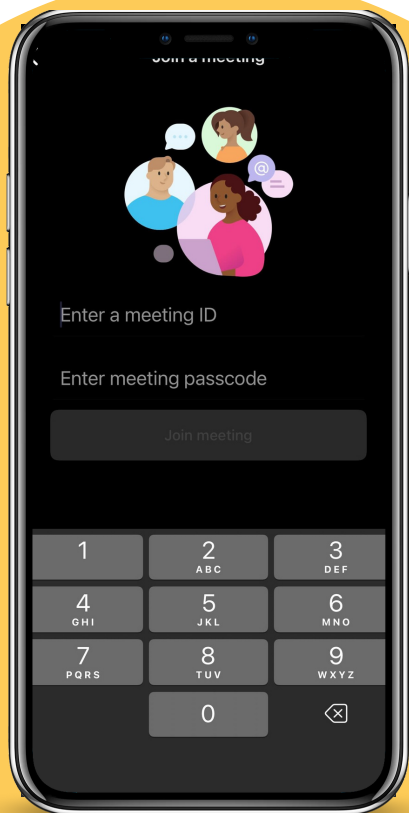
EN LA PARTE DE ABAJO DE LA
PANTALLA HAGA CLIC EN 'UNIRSE A
UNA REUNION'

A

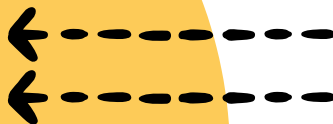


3. INGRESE EL ID DE LA REUNION Y EL CODIGO DE ACCESO

A

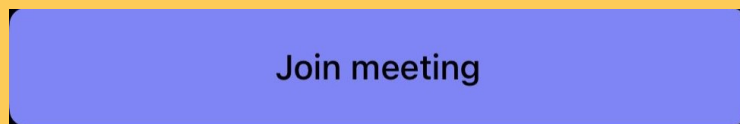


INGRESE EL ID DE LA REUNION EN LA PRIMERA LINEA



INGRESE EL CODIGO DE ACCESO EN LA SEGUNDA LINEA

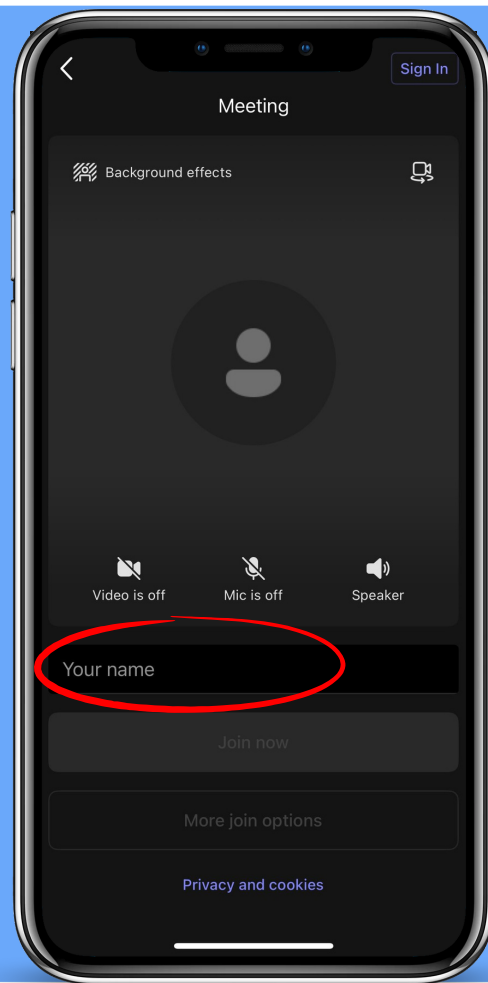
B



HAGA CLIC AL BOTON 'UNIRSE A REUNION' QUE SE CONVIERTE EN COLOR MORADO CUANDO INGRESE LA INFORMACION DE REUNION

4. INGRESA TU NOMBRE Y APELLIDO

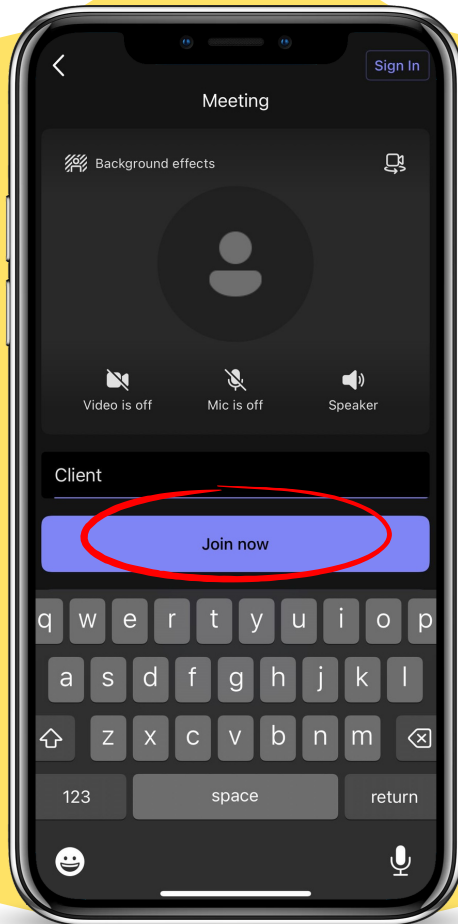
A



INGRESA TU
NOMBRE Y
APELLIDO



B



HAZ CLIC EN EL
BOTON 'UNIRSE
AHORA' QUE SE
CONVIERTE EN
COLOR MORADO
CUANDO INGRESE
SU NOMBRE

5. ESPERA A QUE PERMITAN TU ACCESO A LA REUNION



POR FAVOR, PERMANEZCA EN LA SECCION DE ESPERA HASTA QUE LE PERMITAN ENTRAR A LA REUNION.

SI NO SE LE DEJA ENTRAR DENTRO DE 15 MINUTOS DESDE LA HORA QUE EMPIEZA LA REUNION ORIGINALMENTE, LLAMA A LA OFICINA AL 562-907-7466