



TIPS FOR JOINING MaX MEETING FOR THE FIRST TIME

If you haven't used MaX UC for online meetings and presentations, please read through these helpful tips. It is a good idea to download and test out the MaX Meeting program features before you join your first meeting.

Here is some helpful information:

Jim Blackburn is inviting you to a scheduled meeting.

- + You do not need an account to participate in a MaX Meeting session.
- + Simply click on the blue Join Meeting link or the blue URL in the meeting invite.
- + Download the MaX UC app to your mobile phone, PC or tablet or you can participate from your browser without downloading the app, but with limited functionality.
- + Be sure to test your PC's audio and video capabilities prior to the meeting.
- + Depending on the age of your PC, you may need a speaker to hear.
- + On a smart device, you use speaker or earphones/headphones for enhanced audio.
- + Once you have joined the meeting, if you are having difficulty with your audio, check the "in-meeting" audio settings by clicking the up arrow next to the microphone in the lower left hand corner of the meeting window and confirm the device you are using is selected.

[Join Meeting](#)

iPhone one-tap: (US Toll): +13156711981,1151257918#

Meeting URL: <https://buvideo.accessionmeeting.com/j/1151257918>

