Jewish Family & Children's Service	JFCS Information Technology Department
Knowledgebase Document	Knowledgebase Article #240a
How do I connect to an OfficeSuite HD Meeting on a PC?	Page No: Page 1 of 3

1. The meeting host will email a meeting invitation with an active link to join the meeting. Click on the meeting link when you are ready to join.



 The link will open your web browser. If you have not previously connected to an OfficeSuite HD Meeting, you must click the link to download and install the OfficeSuite HD Meeting app.
NOTE: joining from the browser does not currently work for meeting attendees, please download and install the app to join the meeting.



3. The app will display a progress bar as it installs.





4. After the app installation completes, you will automatically join the meeting waiting room.

5. The meeting host will join you to the meeting when they are ready. You will then be able to see the shared screen, presentation, or webcam feeds present in the meeting.

