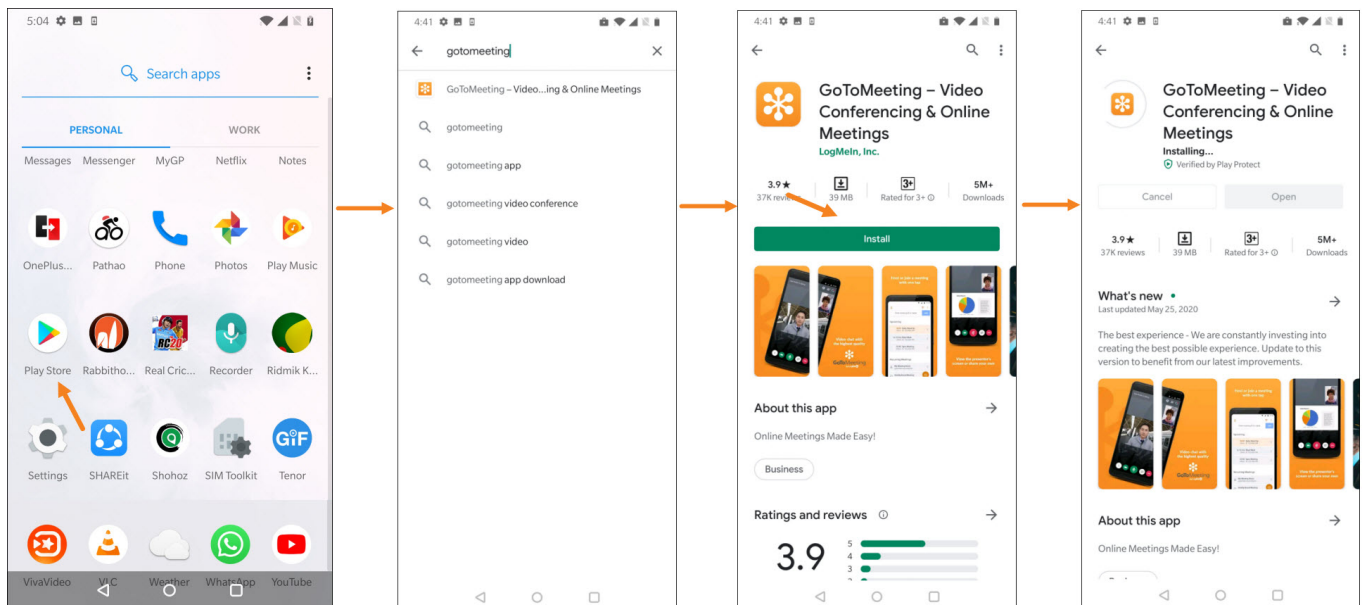


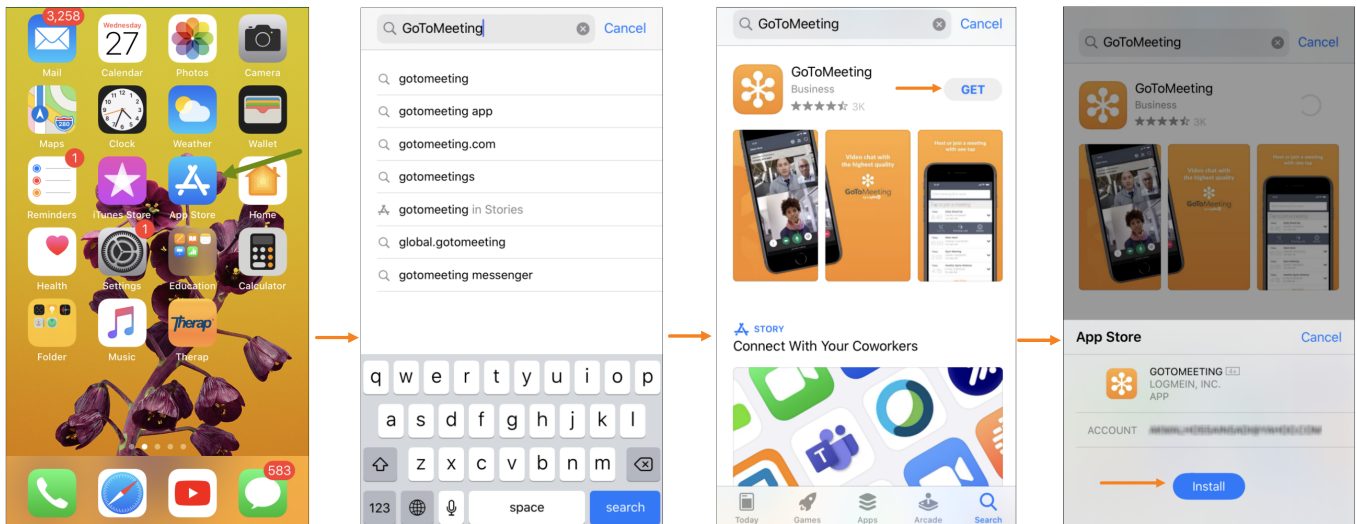
Join Online Training with the GotoMeeting Application- From Your Smartphone or Tab

There are several ways you can join the online training using the GotoMeeting application. You can join the online training using the GotoMeeting application from your Laptop/Personal Computer or from your Smartphone or Tab. This guide will walk you through the step by step processes of installing GotoMeeting application on your Smartphone or Tab and joining the online training.

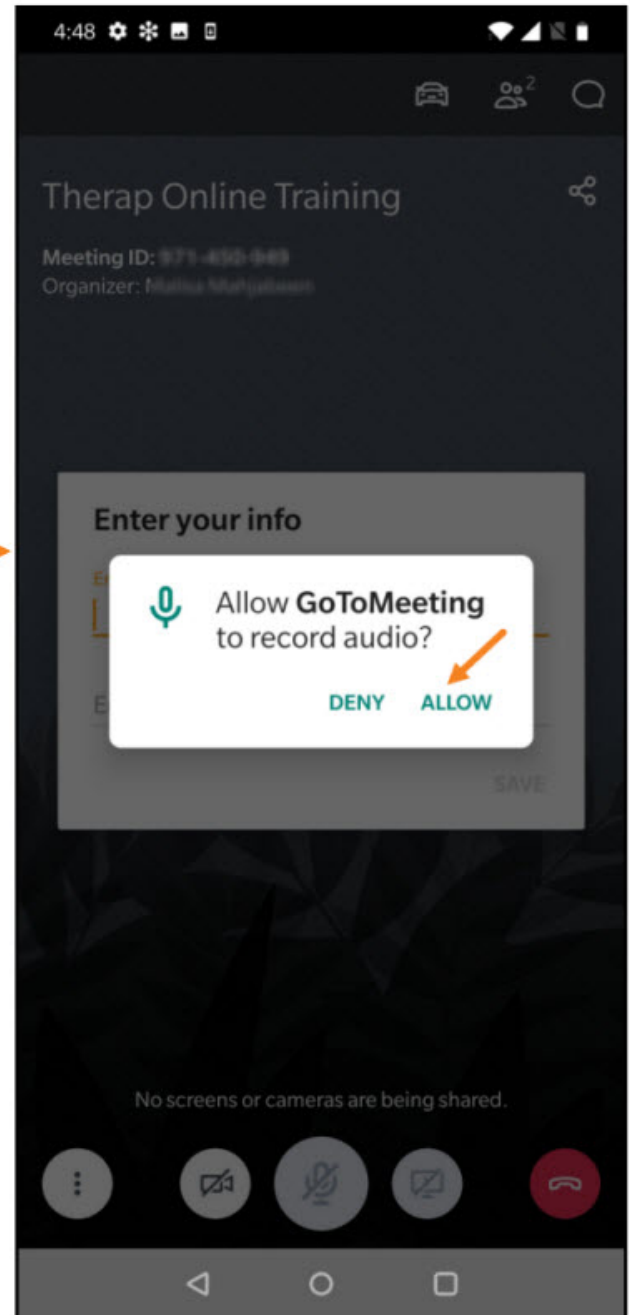
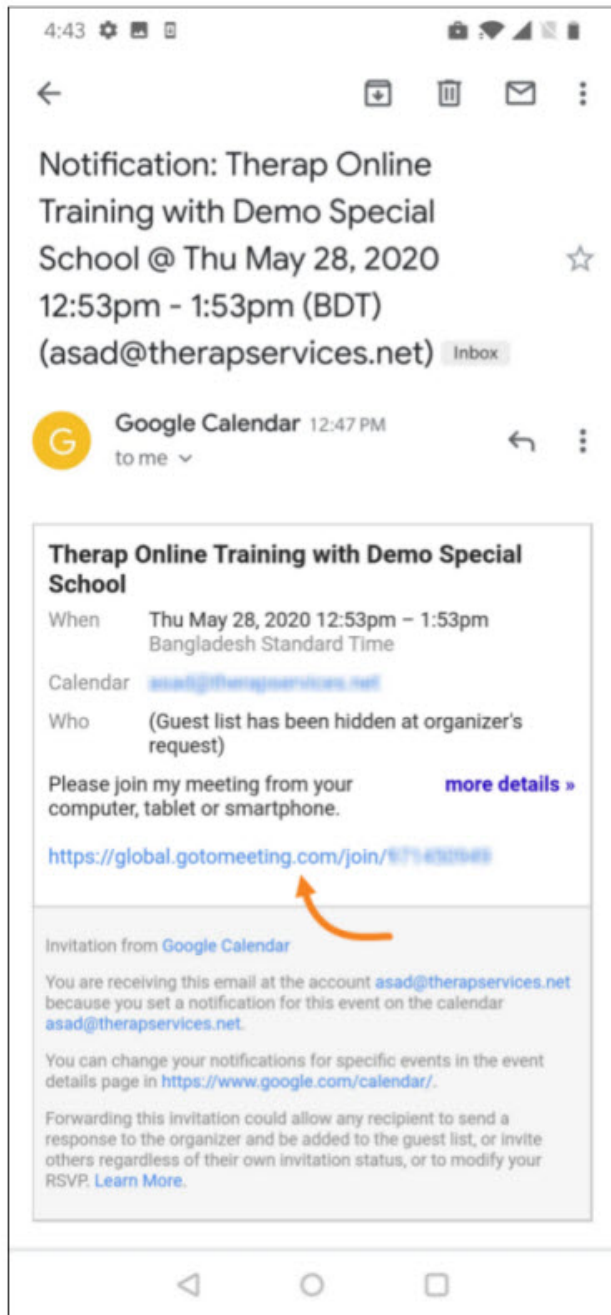
1. If you would like to join the online training from your android smartphone or tab you have to install the **GotoMeeting app** from **Play Store**. Open **Play Store** and type GoToMeeting on the search bar. Click on the **Install** button to install the app in your android smartphone or tab.



If you are using an Iphone or IPad you have to install the **GotoMeeting** app from the **App store**. Open **App Store** and type **GotoMeeting** on the search bar. You will find the GoToMeeting app. Click on the **Get** button and then click on **Install** button to install it in your iPhone/iPad.



2. To join the online training click on the GotoMeeting link sent to you by a Therap expert over email, or any other platform. It will take you to the **GotoMeeting** app installed in your mobile device or tab. Depending on your device, the GotoMeeting app may ask you to **Allow GoToMeeting to record audio?** Click the **Allow** button.



3. Next you have to enter your name in **Enter your full name** field. You may also enter your email address in **Enter your email** field which is optional. Then you have to click on the **Save** button to join the online training.

4:49 [Settings] [Microphone] [Camera] [Battery]


[Car] [2 People] [Chat]

Therap Online Training


Meeting ID: 123 456 789
Organizer: Melissa M. Johnson


Enter your info

Enter your full name

Your Name 

Enter your email (optional)

demoemail@gmail.com 

 **SAVE**

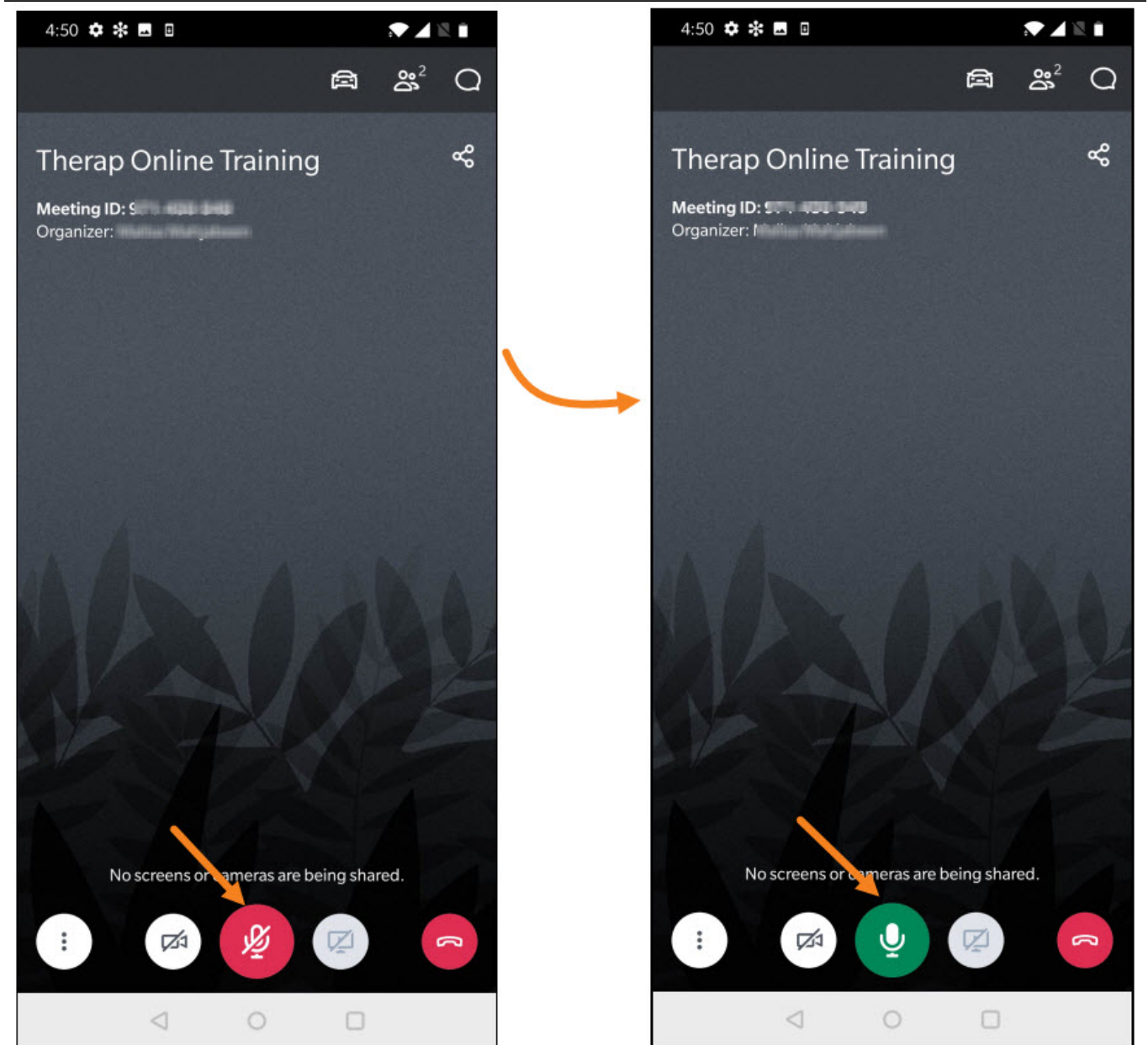
No screens or cameras are being shared.

[Menu] [Microphone Off] [Microphone On] [Screen Off] [Screen On] [End Call]

After joining your GotoMeeting screen may look like the screen below.

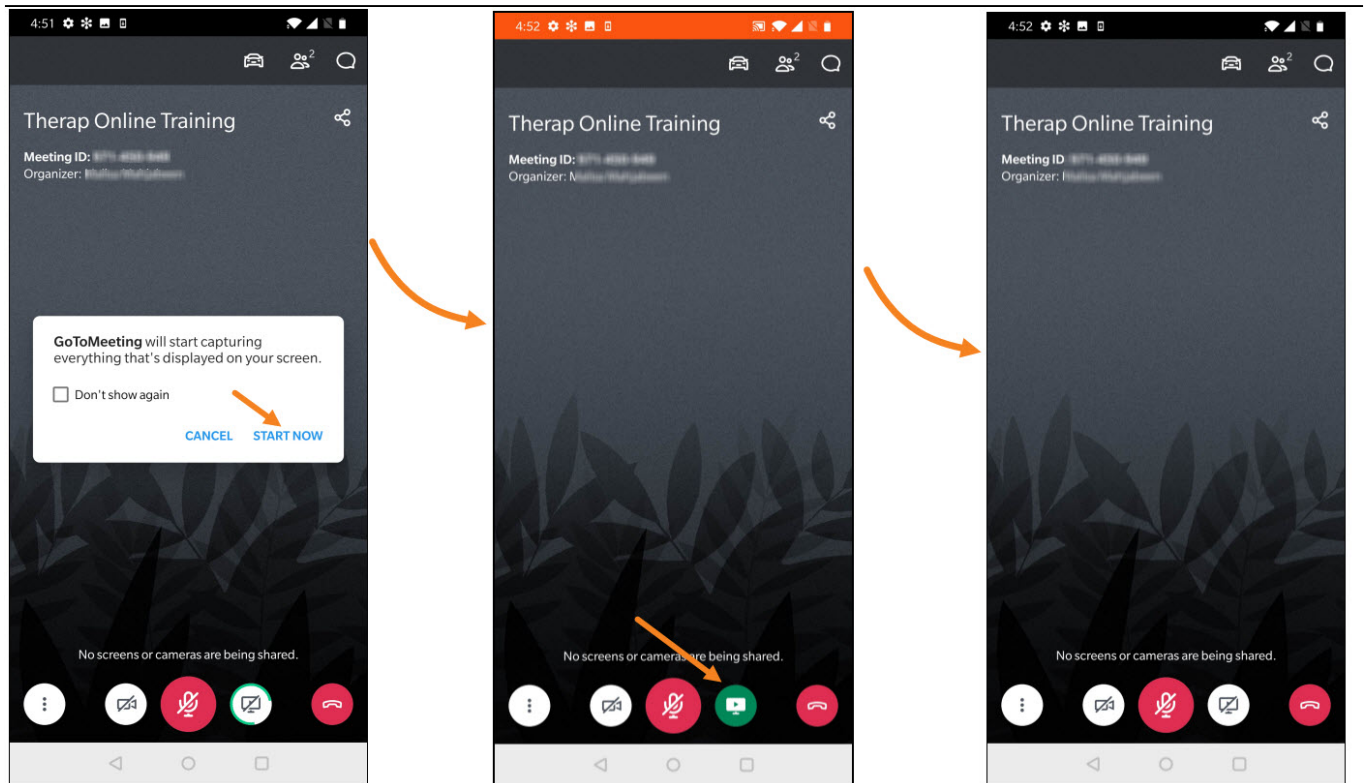


4. **Mute/Unmute Audio:** Click on the **red audio icon** to unmute your audio. When you click on the red audio icon it will turn green and you can talk to the Therap expert in the online training. To mute your audio click on the **green audio icon** and it will turn red.

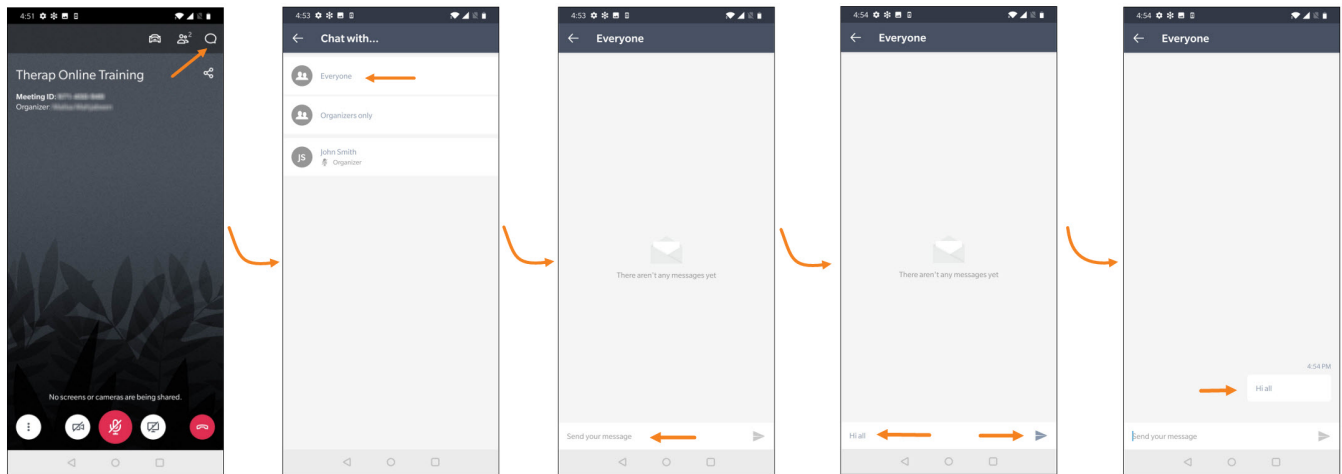


5. **Screen Sharing:** You will only be able to share your phone/tab screen in GotoMeeting

app only if the Therap expert makes you a presenter. After Therap expert makes you a presenter you will get this “**GoToMeeting will start capturing everything that’s displayed on your screen**”. Click on **START NOW** to start sharing your screen. To stop presenting/sharing your screen click on the **green screen icon**.



6. Chat with others: To chat or send a message to the Therap expert or the other attendees in the online training tap on the **Chat icon** in the top toolbar. Then choose the option **Everyone** if you would like to send your message to everyone in the training. Enter your message in **Send your message** field and tap on **send** icon to send the message to everyone in the training.



7. To leave the training you may tap on the **Leave** icon and then click on **LEAVE MEETING** to leave the online training.

