Tips For Ensuring An Effective Video Meeting

Prior to the Meeting-

• Test your connection. At the bottom of each invite, you’ll notice a link that enables you to test your audio and video connections: http://bluejeans.com/111

* Once connected, you should see our mascot, Jean, who will repeat what you are saying. You should also see the ‘self view’ from the endpoint you connected from.

During the Meeting-

• Make sure you have the best connection possible. Joining wirelessly is an option, but you will have the best quality & experience when hard-wired in.

• Use headphones when joining over a computer or mobile device. This will increase your clarity and eliminate any distracting background noise for the rest of the participants.