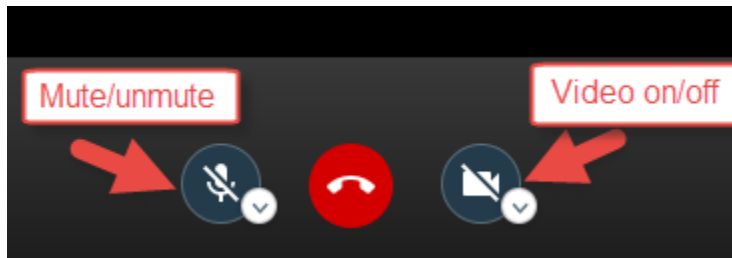## CRT Jitsi – Join a Meeting

To join a meeting using the CRT Jitsi application, follow the directions below.

1. Click on the link provided to you by the meeting organizer. The format of the link should be https://meet.cherryroad.com/[NAME], where [NAME] is the name of the meeting created by the organizer.
2. Once you join the meeting, you will be muted. You can unmute or turn on/off you video using the 3 buttons at the bottom. *If you do need see these buttons, hover your mouse over the bottom portion of the screen.

3. Other available functions can be accessed by using the icons below. If you do not see these icons, just hover over the bottom of the screen.
   a. Icon of speech bubble (left)– Open/close the group chat window
   b. Icon of screen (middle) -- Share your screen (sharing audio option is available as well once you click on the icon)
   c. Icon of hand (right)-- Raise/lower hand

4. Lastly, there are 3 icons at the bottom left that can be used for the following functions.
   a. Icon to invite people (left) -- Use this to invite additional people to the meeting.
   b. Icon of shield – Add additional security to the meeting, such as a password or encryption.
   c. Icon of 3 vertical dots – Additional settings

Note:

- Jitsi works best of Chrome or Firefox. Internet Explorer is not support, as well as earlier versions of Edge. If you are using Edge, please make sure you are using the latest version.
- The pin for the dial in number is only good for 30 days.