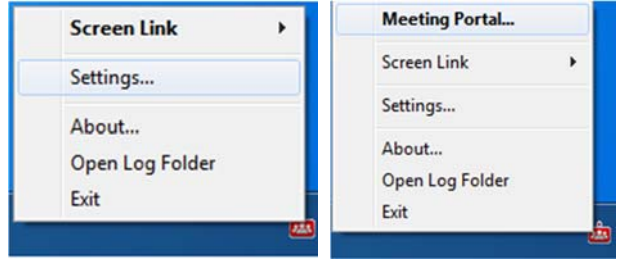


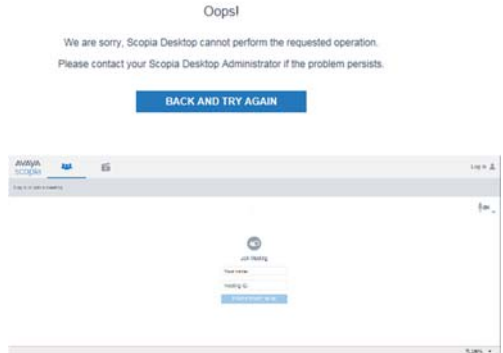
Join a 3CMeNow Meeting – from the Conference Client Meeting Portal

- Open the Meeting Portal using an option below:
 - Option #1:** From your computer system tray right click on the Conference Client icon and select **Meeting Portal...**
If you do not see the meeting portal. Please check to ensure you have the correct Server URL located in the General Tab of the Client Settings.



If you get the error message indicated on the right, click the **BACK AND TRY AGAIN**. The Meeting Portal will appear.

- Option #2:** Copy the following link and paste it into your browser:
<http://join.ucanytime.com/scopia/mt/cacomunitycollege>
 The Meeting Portal will appear opening the **Join Meeting** tab in your browser.
- Option 3:** Click the Direct Meeting Link in your meeting invitation
 Check your email for a Conference Invitation which may come from Scopia Schedule Notifier, 3CMeNow Support or the conference host/moderator.



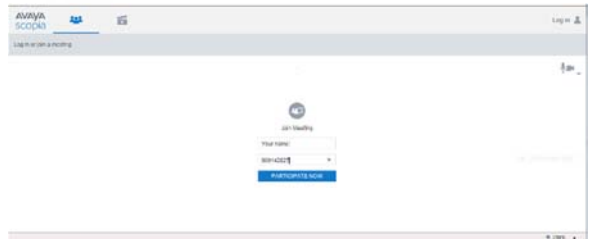
From: Scopia Schedule Notifier [mailto:schedule@ucanytime.com]
 Sent: Wednesday, January 08, 2014 11:49 AM
 To: Jim Taggart
 Subject: [Conference Invitation] Bryan Test for 3CMeNow User Guide for Windows @ 01/08/2014 12:10 PM Pacific Time (US and Canada)

3CMeNow

Hello Jim Taggart,
 This is a notification that the following conference has been modified.

Conference Details:
 Conference Title: **Bryan Test for 3CMeNow User Guide for Windows**
 Direct Meeting Link: <http://join.ucanytime.com/scopia/mt/cacomunitycollege/entry/index.js?ID=999999998.autojoin>
 H.323 Dial In: 999999998.999.99.99 or 999.99.99.99#999999999
 Audio Dial In: Toll free: 888.987.XXXX Pin: 999999999
 Conference Start Time: 01/08/2014 12:10 PM Pacific Time (US and Canada)
 Conference End Time: 01/08/2014 01:00 PM Pacific Time (US and Canada)
 Duration: 1 hrs
 Host Name: Jimmy Joe Mecker

Tech Support:
 Contact : 3CMeNow Support
 Email : support@3cmenow.org
 Phone : (760) 891-7876



- Enter the information in the fields indicated below:
 - Your Name:** (*this field is optional*) if no name is entered the computer user profile name is displayed
 - Meeting ID:** (*this field is required*) enter or paste the Meeting ID found in your Conference Invitation (i.e., 969142027).
- Click the **<Participate Now>** button.
- Click **<Continue>** to accept the terms of the End-User License Agreement if requested to do so.

- The SCOPIA Desktop is now joining the meeting.

