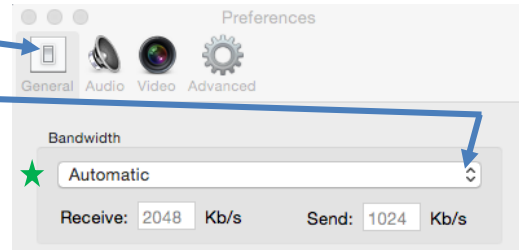


Client Settings for Mac - General Tab

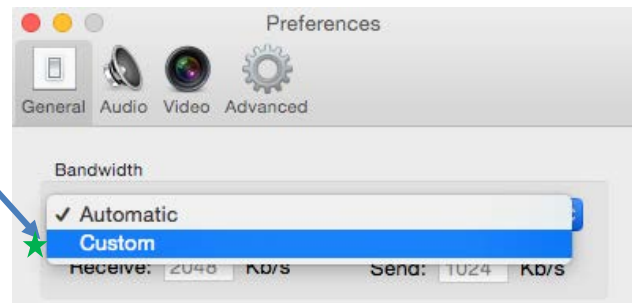
1. Start the SCOPIA Desktop Client
2. Click **SCOPIA Desktop** pull down menu on the upper left
3. Click **Preferences**



4. Click the **General** button if not already selected
Bandwidth.
5. Click the **Bandwidth** pulldown menu.

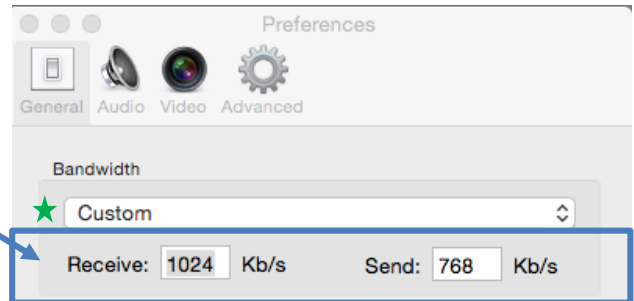


6. Click **Custom** in the **Bandwidth** pulldown menu



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7. Enter the information for the Bandwidth settings in the Send and Receive fields as indicated below:
 - **Receive = 1024** • **Send = 768**



Settings

8. Confirm that the following settings are “**Unchecked**”

Mute Microphone upon Joining (other participants will not hear you if this box is checked)
Mute Speakers upon Joining (you will not hear other participants if this box is checked)
Block Camera upon Joining (other participants will not see you if this box is checked)

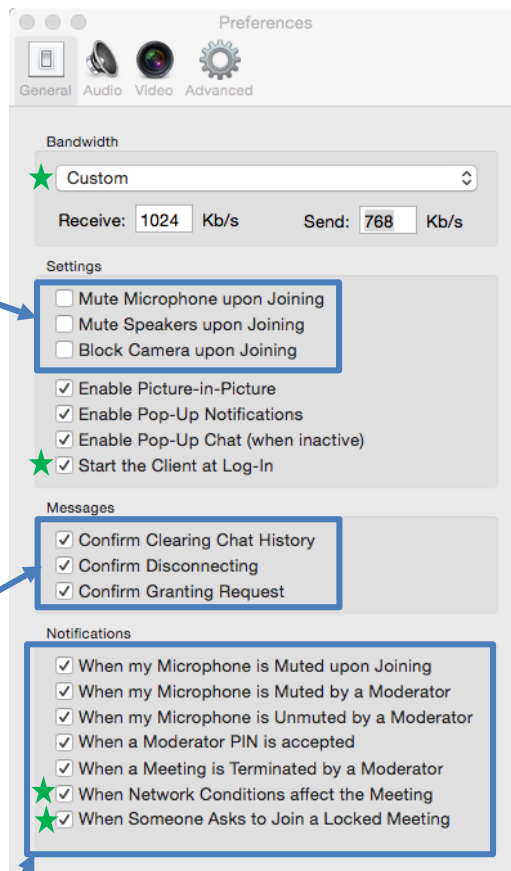
9. Confirm that the following settings are “**Checked**”

Messages

- **Confirm Clearing Chat History** (prevents you accidentally clearing chat history by asking you to Confirm before this action is executed)
- **Confirm Disconnecting** (prevents you from accidentally disconnecting a conference by asking you to confirm your request to disconnect)
- **Confirm Granting Request** (prevents you from accidentally granting a participant’s request by asking you to confirm this action)

Notifications

- When my Microphone is Muted upon Joining
- When my Microphone is Muted by a Moderator
- When my Microphone is Unmuted by a Moderator
- When Moderator PIN is accepted
- When a meeting is terminated by a Moderator
- When Network Conditions affect meeting ★
- When Someone Asks to Join a Locked Meeting ★



Proceed to 3CMeNow Preferences – Audio button ★

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