

Lakeshore Technical College BlueJeans connection for  
Tammie Stahl (LTC SGA) Meetings.

Event attendees who will not be on campus could attend from home or office with any of the following three options:

1. Telephone only for two-way audio.
2. Computer to watch the presentation and telephone for two-way audio.
3. Computer with camera and microphone for two-way audio and video.

**Option #1. Participating from telephone only:**

Please dial 1.888.240.2560.  
Enter conference code of **6931286920** and press #  
When prompted, press # again as a participant.

**Option #2. Computer to watch the presentation and telephone for two-way audio:**

USING CHROME, click on this link: <https://bluejeans.com/6931286920>  
Then launch or download.  
Select the telephone option.  
Please dial 1.888.240.2560.  
Enter conference code of **6931286920** and press #  
When prompted, press # again as a participant.  
Select Join Meeting.

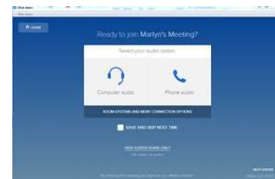
**Option #3. Computer for two-way audio and video:**

USING CHROME, click: <https://bluejeans.com/6931286920>

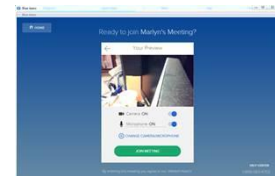
Then launch or download.



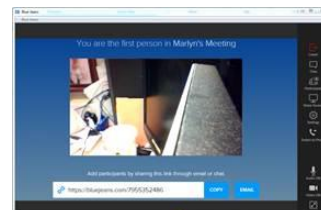
Select computer audio if you have audio on the computer. If you need to use the phone, select phone and follow the directions above.



Make sure camera is on and microphone is muted. Unmute your microphone when you speak to the presenter.



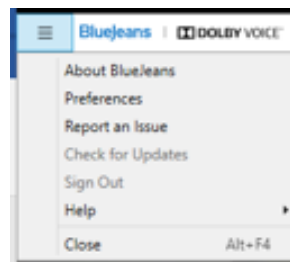
Select "Join Meeting." If you are the only one in the session, you should see yourself. For the actual information session, you should see the presenter in the large screen and yourself in a smaller screen.



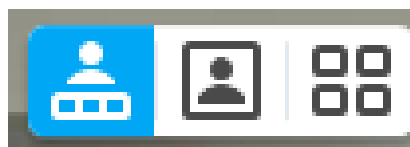
When not connected to a call, in the upper left hand corner of the screen, click on the three horizontal bars to access the drop down menu.



Click on the “Check for Updates” to make sure you have the most recent version.



During the actual class or meeting, in the lower left corner, there will be an icon to allow you to change the view of the presenter and participants.



If the presenter shares content (e.g. a PowerPoint) an icon like this one will show up in the lower left of the screen. As you move the “ball” from left to right, you can change the proportion/size of the presenter and the presentation.



If you have questions the day of our session, please call our Help Desk at 920.693.1767. If you have questions before the session, please contact Marlyn Meinnert.  
[marlyn.meinnert@gotoltc.edu](mailto:marlyn.meinnert@gotoltc.edu)



Marlyn Meinnert | IT/ITV Specialist

920.693.1248 | 1.888.GO TO LTC

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