



AT&T Connect[®] participant instructions

Version 1.0



Overview

AT&T uses AT&T Connect® as a web conferencing tool for online training in support of CALNET 3. This is a full-featured virtual conference space that lets you easily communicate using voice and data through the internet. Training participants connect via computer, for visual reference, and either VoIP or telephone for audio support.

The windows-based version of the application downloads software onto your computer and offers the full range features available. Many users are unable to download this software due to restrictions enforced by their IT groups.

The web-based version allows a user to view and participate in the online session without needing to download the software onto their computers. There are fewer capabilities in this version but it will function properly for the purposes of CALNET 3 training.

Logging in to an AT&T Connect session

Click the link in the email invitation for your training course.

AT&T Connect will open in your default browser.

In the **Select the Participant Application** window, select **Web-based**.

AT&T Connect

Select the Participant Application

Windows-based (Recommended)
A full-featured Windows-based application
(Accessibility supported from version 9.0)

Web-based
A web-based application with fewer capabilities
(use if you cannot install the Participant Application)


Remember my selection Continue

? For troubleshooting, please visit our [support center](#).




In the **Your Details** window, the selection defaults to **I am a participant**. Enter your name and work email and click **Join**.

AT&T Connect



Your Details

 You are joining the conference with the Web application. We recommend to [click here to use the Windows-based application](#).


I am a participant I am the host

First name:

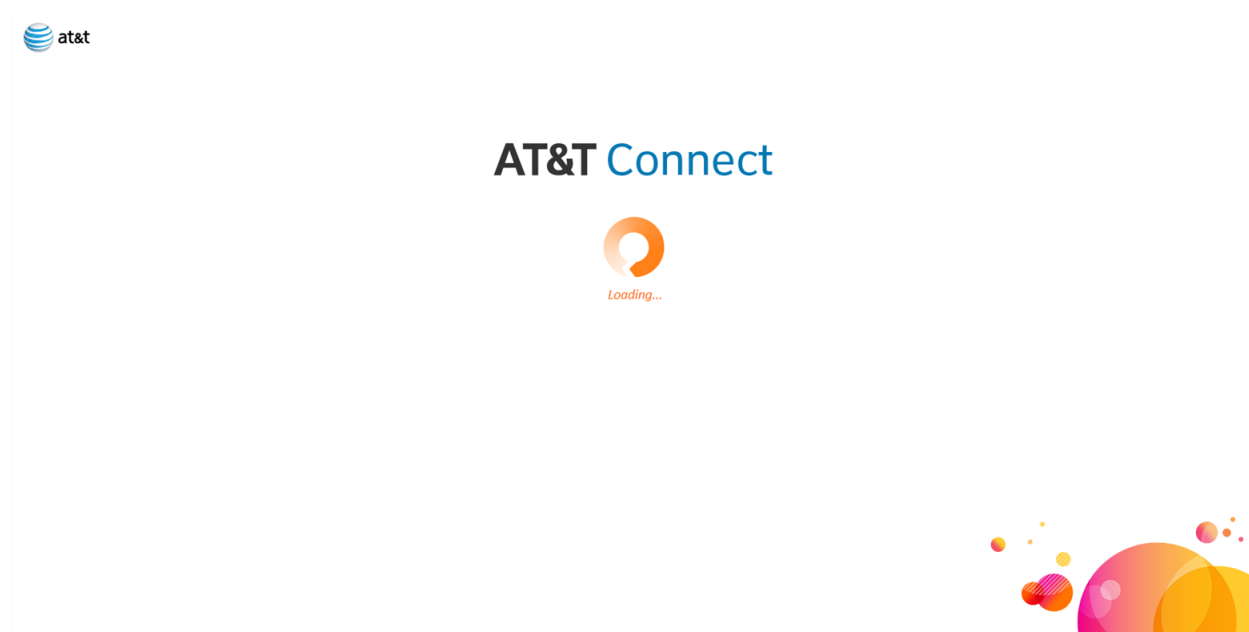
Last name:

E-mail:

Remember me [Forgot your password?](#)

 For troubleshooting, please visit our [support center](#).

Give the software a few moments to load.



The conference will start automatically. The name of each person that has joined the conference is listed on the right side. You may need to wait a few minutes for the host to begin presenting on the screen.



If you have not yet called in to join the audio portion of the conference, choose **Call me**, enter your phone number and the system will call you. You could also dial manually, by choosing **Dial In/Already connected by phone**.

The screenshot shows the AT&T Connect Web Participant interface. At the top, there is a toolbar with icons for Raise Hand, Sign Out, Enlarge, Audio, and Mute. Below the toolbar is a 'Getting Started' section with four cards: 'DIAL-IN INSTRUCTIONS', 'MUTE', 'EXPRESS YOUR EMOTIONS', and 'ENLARGE WHITEBOARD'. A 'Choose Audio Connection' dialog box is open in the center, offering two options: 'Call Me' and 'Dial in/Already connected by phone'. On the right side, there is a 'Participants' list showing 'CALNET3 Customer' and 'CALNET3 TRAINER (Host)'. Below the participants list is a 'Notes' section with a 'To:' field and a 'Send' button. The bottom right corner of the interface displays the conference ID: 12345678 and the AT&T Connect logo.