



INSTRUCTIONS

GoTo for Tele-Mental Health Sessions - Therapy and Medication Management

Want to experience face-to-face interaction with your provider from the convenience of your home? All you need is an active e-mail address and data and/or internet access. Please provide your e-mail address to Customer Support and/or your provider, and you will receive an e-mail invite for your appointment date and time. You can join the meeting from your Mac or Windows desktop, just about any smartphone (iPhone or Android) or tablet. This guide shows you how to join and participate, whether on your **mobile phone** or **Mac or Windows** personal computer.

Mobile Phone

Get started with GoToMeeting on your mobile device by downloading the GoToMeeting app from the [App Store](#), [Google Play](#) or [Windows Phone Store](#). Then join the meeting by opening the app and entering the meeting ID you received in an email from the meeting organizer.

1. You're invited

- The invitation email or message will include a link to the meeting

2. Be prepared



- Join the meeting a few minutes early to make sure you have everything you need
- If you don't already have the software, it will download automatically and you'll be placed into the meeting

3. Join the meeting



- Click your online meeting link, or go to gotomeeting.com and enter the meeting ID
- If your host requires one, be sure to have the meeting password handy



4. Talk and listen

- Check the online meeting invitation or your Control Panel to see the audio options available

5. Interact

- You can mute yourself when you're not speaking. The host can also mute you or all attendees.
- The easiest way to share your webcam is to click the button on the grab tab. Or you can click the **Share My Webcam** button on the Control Panel
- Pause and resume your webcam by using the icons in the top-right corner of your webcam feed

Mac or PC

1. **You're invited.** The invitation will come by email, it will include a link to the meeting.

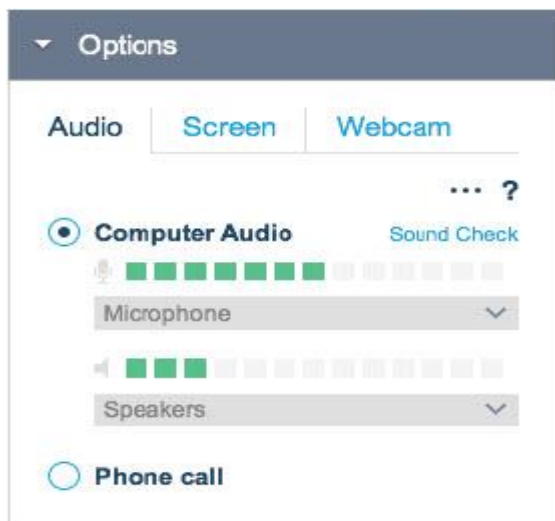


2. **Join the meeting.** When it's time to meet, click your meeting link or go to gotomeeting.com and enter the meeting ID.





3. Talk and listen. Want to use VoIP? In the Options pane under Audio, click the circle next to Computer audio. And, like we mentioned above, use a USB headset—or at least headphones with a built-in microphone.



4. Make the meeting better with...

Webcams: Click the webcam button to start talking face to face. Having a bad hair day? Just click the icon again to turn it off.