



# Idaho Department of Juvenile Corrections BlueJeans Technology User Guide

## Joining a Meeting from an E-mail Invite

1. In the e-mail invite, click "Join Meeting."



2. A new window will launch. Click the Download button to install the plugin.
  - You'll only need to perform the download steps one time. It takes less than one minute.
  - The message may appear different, depending on which browser you are using.
3. Follow the installation steps:
  - Save the file.
  - Download installer, if required.
  - Click Run to start installation.
4. This will launch the BlueJeans application.
  - Select Computer Audio.
  - Confirm Camera and Microphone setting and change as needed.
  - Join Meeting.

## Joining a Meeting from an Android *(The BlueJeans app may drain your battery.)*

1. Download the BlueJeans app from the Google Play store.
2. To join a meeting:
  - If you have a Blue Jeans account, log in at the bottom (enter username, not e-mail address), or
  - Participants without a Blue Jeans account, click Join Meeting at the top.
3. You'll land in the app:
  - In the "Join A Meeting" section, enter the meeting ID (and passcode, if necessary), as identified in the e-mail, and your name, then click Join Meeting.



## Joining a Meeting Using an iPhone or iPad

*(The BlueJeans app may drain your battery.)*

1. Download the BlueJeans app from the App Store on your iPhone or iPad. Click the app to start.
2. To join a meeting:
  - If you don't have a Blue Jeans account, click Join.
3. You'll land in the app, where you can:
  - Click to start your instant meeting, or
  - Open calendar to find and join scheduled meetings.

