

Instructions on how to join the Video Interview Call

1. Provide E-Mail Address to your reviewer.
2. Download and Install the Teams Application.
 - a. I am on my computer. [Click here.](#)
 - b. I have an Android phone. [Click here.](#)
 - c. I have an iPhone or iPad. [Click here.](#)
3. Pull up the E-Mail your reviewer sent you and click on the link in the email:
[Join Microsoft Teams Meeting](#)
4. Press "Join as Guest"
5. Type your name, then press join meeting.
6. Once you see the screen "Someone in the meeting should let you in soon", you are in the meeting room. Please wait for your reviewer.

***If you are not exactly on time or have been waiting awhile, please contact your reviewer to let them know you are waiting.*
7. When you are in the meeting, please press the video icon to turn on your video. (left most button on the icon row on the bottom of your screen) All 3 icons must not have a line across for a successful video interview.

*** If the buttons are hidden, just press on the screen and they will come right up! ***