ENVISION NEW MEXICO
FY16 Telehealth Connection Instructions

1. Register

A. Go to: http://www.envisionnm.org/xcalendar/. Click the session you want to attend. Click the "Register" link.
B. Already have an account with us?
    a. Click "If you have previously registered with us, click here."
    b. Log in with your username and password.
C. Don't have an account yet? Fill out the form, and click "Submit."

> **Take note of the email address and password you create in this step, as you will need it to log into the telehealth session. You will also register for future sessions using your email address and password**

D. Check your email. A confirmation will arrive in your inbox with a link to log into the session.

2. Connect to Session

Adobe Connect (audio, slides, camera)
A. Follow the link in the confirmation email you received after registering for the session. The link will begin with https://enm.adobeconnect.com

B. Log in using the email address and password you entered when registering, and click "Login." The Adobe Connect program will launch.

C. "Join Audio Conference" box will pop up. Select an option to use your telephone or your computer's speakers and microphone.
Telephone (**1.877.551.7185**). Enter the Conference Code followed by #: **1578316654#**
Press *6 to mute and unmute your line.

D. Once connected, enable your camera by clicking on the camera icon at the top of the screen.

For audio only (no computer) use this phone number (You will not be able to view the presentation):
Telephone (**1.877.551.7185**). Enter the Conference Code followed by #: **1578316654#**

3. Handouts
Handouts for the session will be available before the session on the ENM website:
http://www.envisionnm.org/xcalendar/

Telehealth Programs – Technical Support Contact

Please contact **Kevin Werling** with any problems or questions with connecting to our sessions.
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