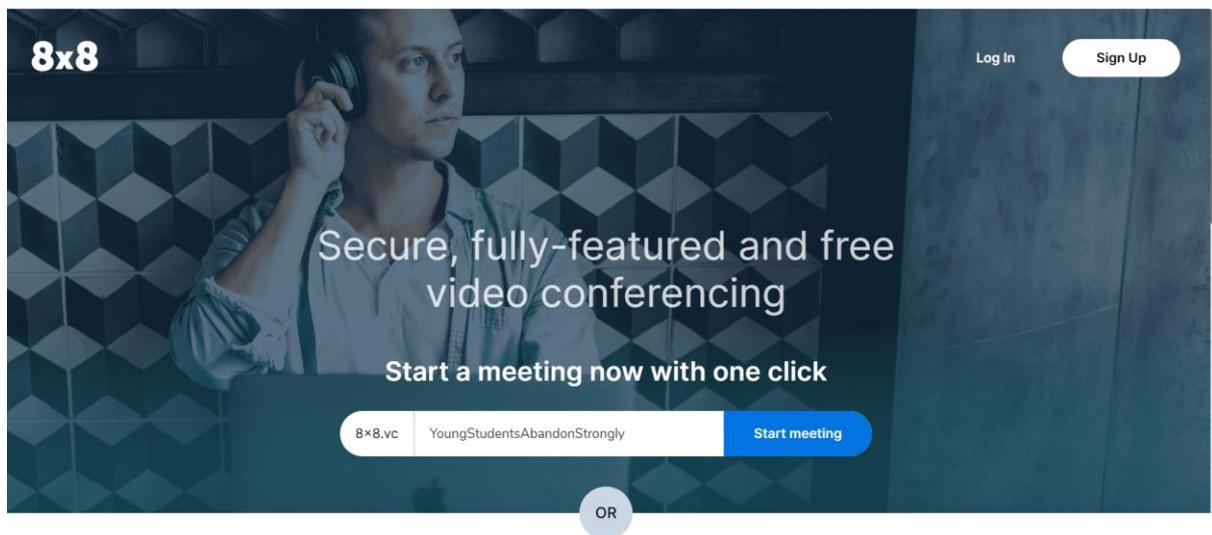# 8x8

8x8 Video Meetings can be used for conference calls and remote meetings.

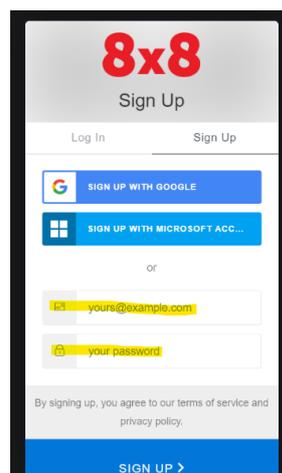It is FREE.

How to sign up for an account:

Type into your internet browser (NB: Do not use Microsoft Edge or Internet Explorer): https://8x8.vc/ or alternatively click on this hyperlink. The following screen should appear:

Click on 'Sign Up' in the top right-hand corner.

Type in your work email address and create a memorable password in the section below highlighted in yellow:

8x8

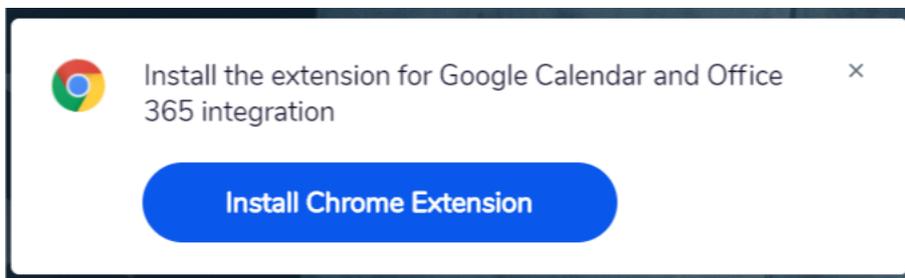Then click 'SIGN UP' underneath.

You may be asked to save your password.

Save password for eight.auth0.com?   ✕

Username   [▼]

Password   [•••••••••••••••   ▼]   👁

                              [Save]   [Never]

Passwords are saved in your Google Account so that
you can use them on any device

If using Google Chrome, you may be asked whether you want to install the following extension:

Install the extension for Google Calendar and Office   ✕
365 integration

[Install Chrome Extension]

You do <u>not</u> need to install this but can if you wish to.

Enter in your Schools name <u>with your initials at the end.</u>

For example, 'CoventryCitySchoolNP'. More than one user cannot enter the same name here, hence the need for your initials, else it will bring up an error message in red saying 'This tenant name is already being used'.

8x8

What's the name of your company?

[Enter company/team name]

[Continue]

The company name is used to generate your customized URL:
https://8x8.vc/mycompany/

Coventry City Council

Listen Liaise Lead

8x8

Status: 401. Description:

➢ There are different ways to join the call, for example you can join the audio through your mobile phone-dial in with a pin (see pic to right).

➢ You can mute others, but you can't unmute them, you can only unmute yourself.