

The Manchester Lit and Phil

Discussion for lively minds since 1781

BlueJeans Event Instructions for Attendees – Joining from a tablet, iPad or mobile phone

Autumn 2020

How To Join An Online Event From A Tablet, iPad or Mobile Phone

Here are some instructions for Attendees to join and enjoy a BlueJeans Event.

First Things First

If you are on a tablet, iPad or mobile phone **you will have to download the app.**

In particular, if you are on an iPad the app will work only if you have the latest version of iOS installed so please make sure it is up-to-date before you try downloading it.

Go to: Settings > General >Software Update NB the update will take a while to download/install, so please ensure you do this in good time.

Android Users - How to download the app

1. Go the Google Play Store
2. Search for 'BlueJeans'
3. Install 'BlueJeans Video Conferencing' app

IOS (iPad/Iphone) Users - How to download the app

1. Go to the Apple App Store
2. Search for 'BlueJeans'
3. Download the 'BlueJeans Video Conferencing' app

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On the day of the event

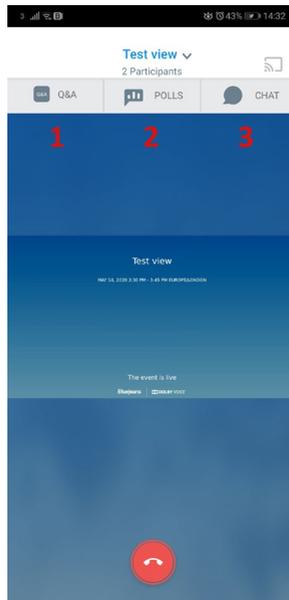
Once you have downloaded the app and are ready to join the event, **click 'Join Event' in your registration confirmation email.**

Notes:

* We recommend joining the event at least 5 minutes before it is due to start.

* If you choose to access the event via your web browser and haven't downloaded the app, you will be invited to do so, or you will have the option of joining the event by phone (audio only).

Here is a visual of the Attendee View:



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Overview of key features/functions

- 1.** You can ask questions during the event via the Q&A and receive answers from the event Moderators.
- 2.** You can respond to survey and questionnaire polls and Moderator polls.
- 3.** You can chat with all participants, or just with the Moderator (one-on-one).

Interaction options for event attendees

Attendees in a BlueJeans Event can interact three ways:

Chat

- Click 'Everyone' to chat with all participants in the event
- Click 'Private Chat' to chat privately with the Moderator

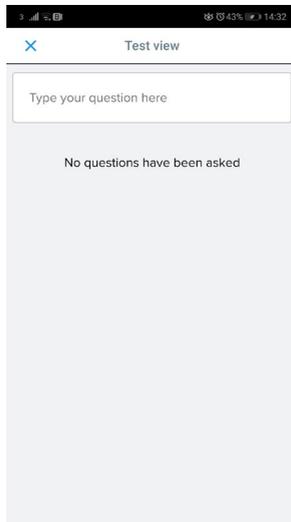


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Q&A

Attendees can submit questions for the Moderator to answer, or forward to the Presenter after the discussion.

- Click the Q&A button.
- Type out your Question.
- Post your Question. Answers will be shown, after completion by a Moderator or Presenter



Polls

If a Moderator posts a poll, the Attendees will be asked to cast their vote. Results will be tabulated, and can be shown to everyone (if the Moderator wishes to publish).

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If you would like to find out more about Blue Jeans events, please read the [Blue Jeans Event Attendee Instructions](#) guide.

Our Autumn Event Programme

For the Autumn term 2020 the Manchester Lit & Phil will offer two types of events: online 'live' lectures and pre-recorded lectures.



Online 'live' lectures are more like a usual Lit & Phil lecture in that they are scheduled for a specific date and time and registration is required as places are limited.



Pre-recorded lectures are recorded in advance with the speaker and the video is then made available to members via the Lit & Phil website a few days before the 'live Q&A' session. We will send the link to the videos by email to all members. You can watch them at your own convenience.

For details of our full Autumn 2020 programme please see our website

If you're interested in becoming a member of the Society you can apply online:
manlitphil.ac.uk/membership