
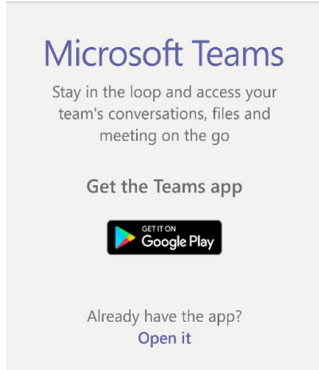
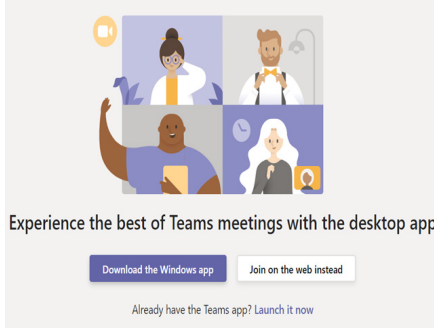


## How to Prepare for Your Virtual Care Video Appointment with Microsoft Teams

### Before your visit:

- The email you received from Gillette Virtual Care contains a Microsoft Teams meeting link. You will use this link to connect with your provider at the time of your virtual visit.
- Gillette's Nursing team will call you 10–20 minutes before your appointment to prepare you for your video appointment.
- If you are using a smartphone or tablet, you must download the Microsoft Teams app to have your visit. If you are using your PC, you have the option to join on your internet browser or with the Microsoft Teams app.

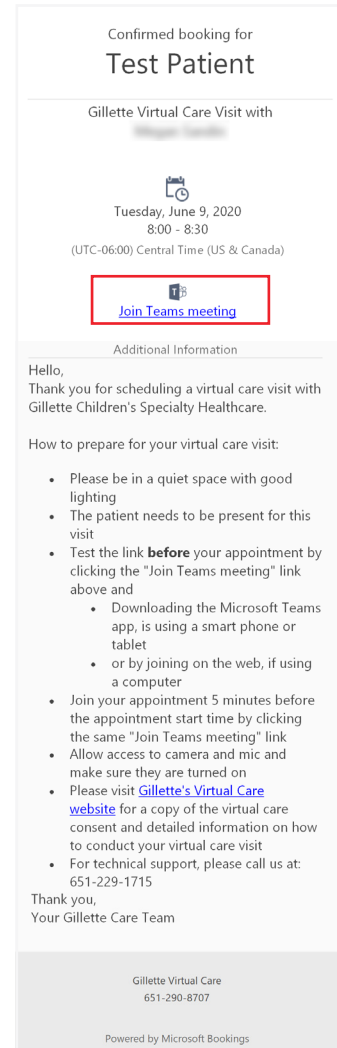
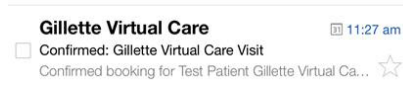


Apple/iOs	Android	Laptop/Desktop
 <ul style="list-style-type: none"> <li>• Download the Microsoft Teams App, if you don't have it already.</li> </ul>	 <ul style="list-style-type: none"> <li>• Download the Microsoft Teams App, if you don't have it already.</li> </ul>	 <ul style="list-style-type: none"> <li>• Download the Microsoft Teams App, if you don't have it already.</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Join us on the Web (using any browser except Internet Explorer).</li> </ul>

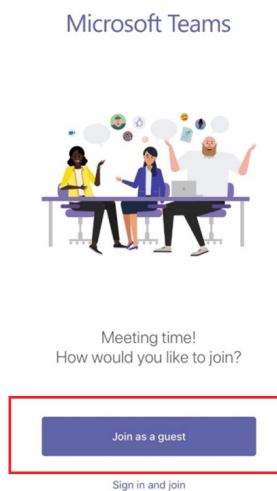
**Allow access to camera and microphone.**  
**This allows your provider to see and hear you!**  
Please download the app before your appointment.

## At the time of your visit:

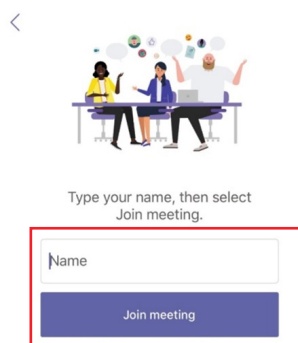
- 1 To join the appointment, click the “Join Microsoft Teams Meeting” link at the bottom of your appointment email. If you have downloaded the Microsoft Teams app, the visit should launch through the app.



- 2 Click “Join as a Guest”



- 3 Enter your name and click “Join Meeting”



- 4 You will receive this message while you wait for your provider to join the appointment:

Someone in the meeting should let you in soon.

- 5 Please make sure your camera and microphone are on within TEAMS. If they are crossed out, the provider will not be able to see/hear you. Please also make sure your device volume is turned up, so you can hear your provider.

