



Chinese Acupuncture & Herbology Clinic

828.258.9016 • 369 Montford Ave, Asheville, NC 28801 • www.ChineseAcupunctureClinic.com

HOW TO SETUP YOUR VIRTUAL VISIT

(This Service is Available on your Computer, Laptop or Smart or iPhone)

STEP #1 Call the CAC Front Desk at 828-258-9016 to schedule an appointment day and time with your Chinese Acupuncture Clinic™ Practitioner.

STEP #2 Check your smart phone or computer and make certain you have a microphone and camera on your computer and make certain they work!

STEP #3 At your confirmed scheduled appointment time, open your confirmation email and follow the link to <http://www.lifesizecloud.com>.

STEP #4 If you are using the browser "Safari" on a MAC, you will be prompted to **download**. This download **MUST** be done to enter the Virtual Visit meeting. After your download is complete, return to the confirmation email and follow the **LIFESIZE** link. This step can be avoided by using the Google Chrome or Firefox browsers instead of Safari.

STEP #5 When you get to the WELCOME page: Put your first and last name in the 2nd box.

(write it down so you don't forget your pass-code!)

STEP #6 If your camera and microphone need to be activated:

- Go to Preferences in your Browser.
- Go to Websites tab
- Choose camera and then Choose **LIFESIZE** and in the drop-down, choose "Allow"

(repeat the previous steps for your microphone setup)

STEP #7 Your practitioner will start your conference when they see that you have checked in.

STEP #8 To end the session, click the red phone at the bottom of your page.

QUESTIONS? Call 828-258-9016 or email:
VirtualVisit@ChineseAcupunctureClinic.com for more information.