

Below are two important links:

- **Live Meeting Website Link** for an upcoming HSPnet information session (date/time to be confirmed separately)
- **Live Meeting Test Site** – visit this site to ensure that your computer can successfully run Live Meeting. The test site also includes instructions to assist your IT department should you encounter firewall or other problems with downloading the local Live Meeting console.

***We strongly encourage that you visit the test site a few days before the scheduled meeting.***

For best results, use Microsoft Internet Explorer when running Live Meeting.

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## 1. LIVE MEETING WEBSITE LINK (for upcoming Information Session)

*NOTE – if your email setup causes this link to wrap, copy/paste the entire link (ending in “role=attend”) into your web browser.*

[https://www.livemeeting.com/cc/bc\\_ahc/join?id=HSPnetSession1&role=attend](https://www.livemeeting.com/cc/bc_ahc/join?id=HSPnetSession1&role=attend)

Subject: HSPnet LiveMeeting Demo

Meeting URL: [https://www.livemeeting.com/cc/bc\\_ahc/join](https://www.livemeeting.com/cc/bc_ahc/join)

Meeting ID: HSPnetSession1 (*NOTE – Meeting ID is Case Sensitive*)

Meeting Key: none required

Role: Attendee

FIRST TIME USERS: Install the Windows-based Meeting Console before your meeting:

[http://r.office.microsoft.com/r/rlidLiveMeeting?p1=7&p2=en\\_US&p3=LMInfo&p4=DownloadWindowsConsole](http://r.office.microsoft.com/r/rlidLiveMeeting?p1=7&p2=en_US&p3=LMInfo&p4=DownloadWindowsConsole)

This Live Meeting invitation is a personal invitation; it should not be forwarded. For assistance, please visit Live Meeting Help and Support:

[http://r.office.microsoft.com/r/rlidLiveMeeting?p1=7&p2=en\\_US&p3=LMInfo&p4=support](http://r.office.microsoft.com/r/rlidLiveMeeting?p1=7&p2=en_US&p3=LMInfo&p4=support)

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## 2. LIVE MEETING TEST SITE

[https://www.livemeeting.com/cc/bc\\_ahc/join?id=HSPnetTEST1&role=attend](https://www.livemeeting.com/cc/bc_ahc/join?id=HSPnetTEST1&role=attend)

Enter your name and click “Continue”

If the test is successful, upon entering the meeting your browser window will display the title “HSPnet Demonstration – TEST SITE”.

*See next page for a sample screen*

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## Live Meeting Instructions *(continued)*

Updated December 15, 2008

### SAMPLE SCREEN – Microsoft Live Meeting *(HSPnet Test Page)*

The screenshot shows a Microsoft Office Live Meeting window. The browser title bar is circled in red and contains the text: "Microsoft Office Live Meeting - livemeeting.com - HSPnet Demonstration - TEST SITE". Below the title bar, there are tabs for "Content (1)", "Attendees (2)", "Voice & Video", and "Meeting". The main content area displays the HSPnet website. The HSPnet logo is prominently featured at the top left, with the text "Health Sciences Placement Network" below it. To the right of the logo is a navigation menu with links for "français", "contact us", "glossary", and "search". Below the logo, there is a section titled "Home" with a list of links: "About HSPnet", "Managing Practice Education", "What's New", "Development", "Support", "Resources", "Training", "Privacy & Security", and "Contact Us". A "BOOKMARK this site" button is located at the bottom left of this section. The main content area is titled "Health Sciences Placement Network" and contains a paragraph describing HSPnet as a comprehensive, web-enabled Practice Education Management system. Below this paragraph, there is a section titled "Learn more about HSPnet:" with three links: "HSPnet Overview & Benefits (English)", "HSPnet Overview & Benefits (French)", and "Multimedia presentation". To the right of this section is a map of Canada titled "HSPnet Alliance Provinces". The map shows several provinces highlighted in orange, indicating they are active. A legend below the map identifies the orange color as "ACTIVE PROVINCES" and a lighter orange color as "COMING SOON". Above the map is a button that says "START HERE" and "click on your province for News and Login".

We hope you experience a successful test, and look forward to joining you in Live Meeting.

HSPnet Team

**Health Sciences Placement Network**

**Réseau de gestion des stages en sciences de la santé**

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