



Lifesize Video Conferencing

Setting up Lifesize App on a student iPad

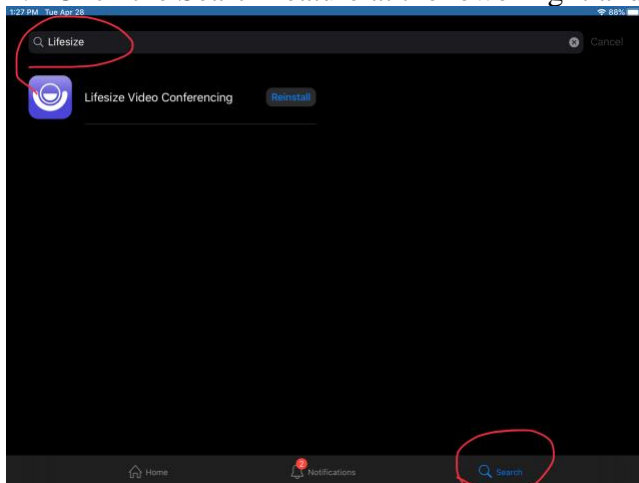
Students using a Buffalo Public School iPad can install the Lifesize app from Self Service. Once installed, they can use the Lifesize app to connect to a Lifesize meeting. By using the app, students can stay in a Lifesize meeting and at the same time, open another window or app (such as Clever, Nearpod, Lexia, etc.) and not be disconnected from the call.

How to download the Lifesize app from Self Service:

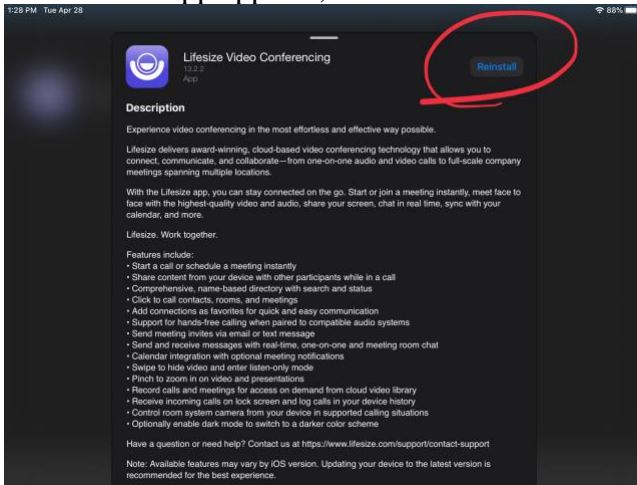
1. From the iPad home screen, click on the Self Service app.



2. Click the Search feature at the lower right and type in Lifesize.

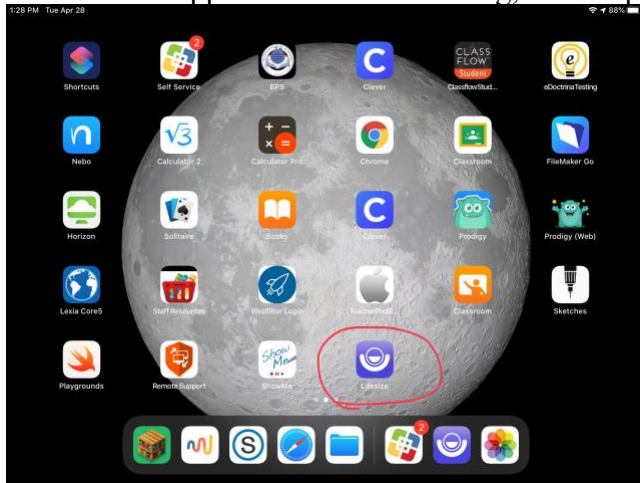


3. When the app appears, click the Install button.

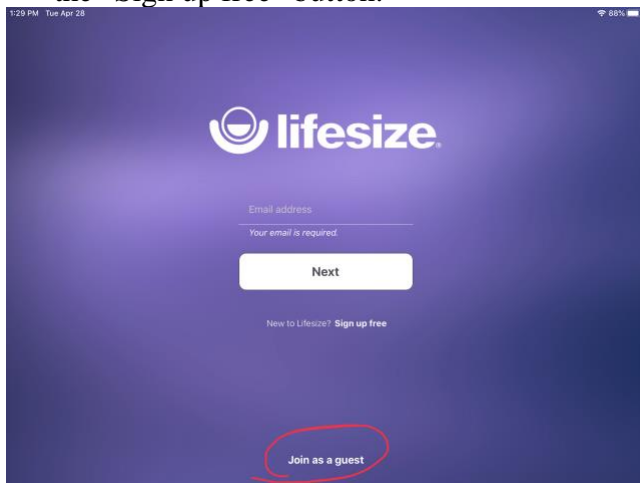


How to use the Lifesize app:

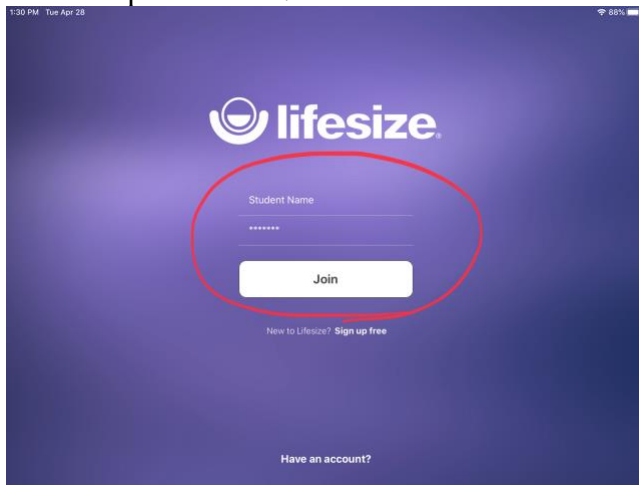
4. Once the app has finished installing, it will appear on the iPad's home screen.



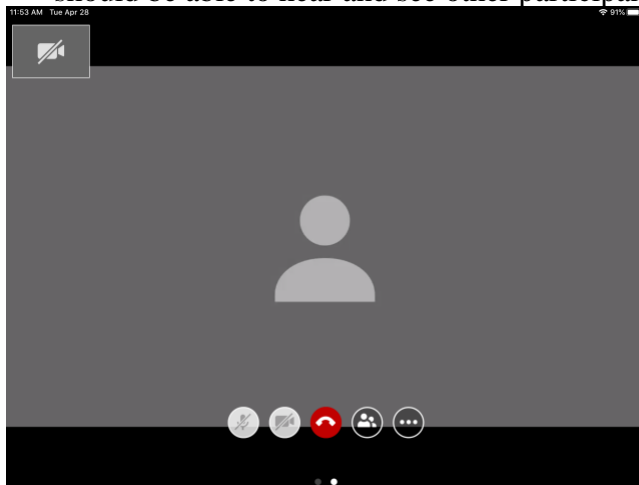
5. Open the Lifesize app by clicking on the icon. Once in the app, students will have to click "Join as a guest". Students should not sign up for a free account, and therefore **NOT** click on the "Sign up free" button.



6. Students should enter their name and the 7-digit extension number provided by the teacher. Then press “Join”.



7. The call window will open to a screen showing any cameras that are turned on. Students should be able to hear and see other participants in the meeting.



8. At the bottom of the screen there are several buttons, Mute Microphone, Turn Camera off/on, End Call, Participant List, and more.



9. By clicking the more button, students will have access to Start a presentation, Raise hand, and the Number pad. They can use the “Raise hand” button to get the teachers attention if your microphone is muted.



10. To end the call, click the Red “Leave Meeting” button in the center.

