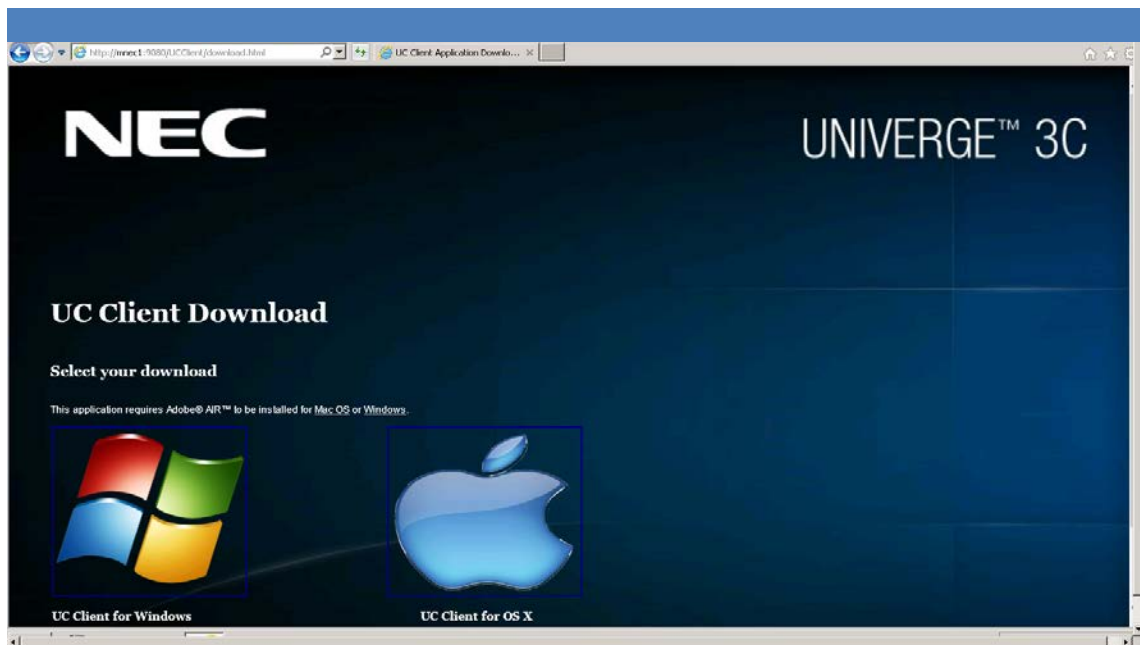


## Washington and Lee UC Client

1. Click the below link to launch the installation of the software.

<http://mnc1:9080/UCClient/download.html>

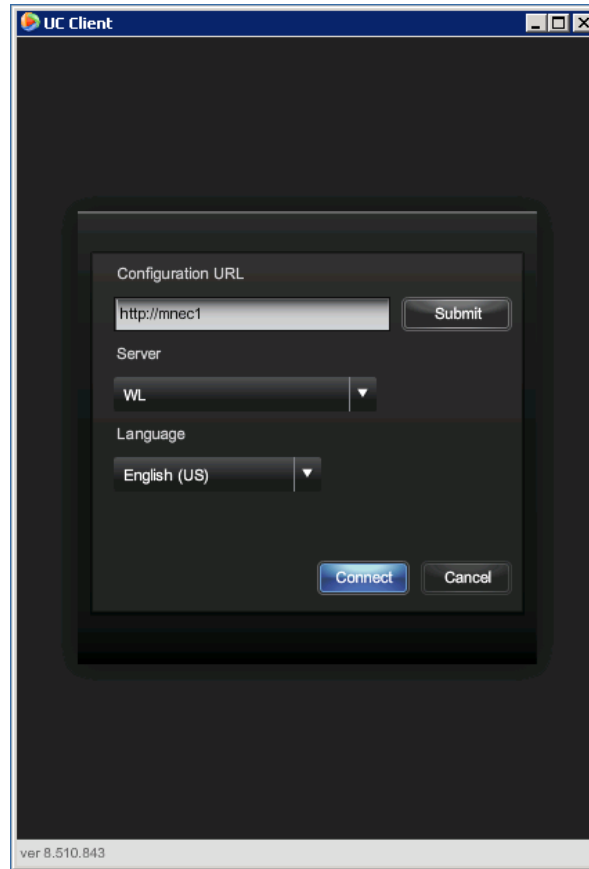
2. Choose which type of PC or laptop.



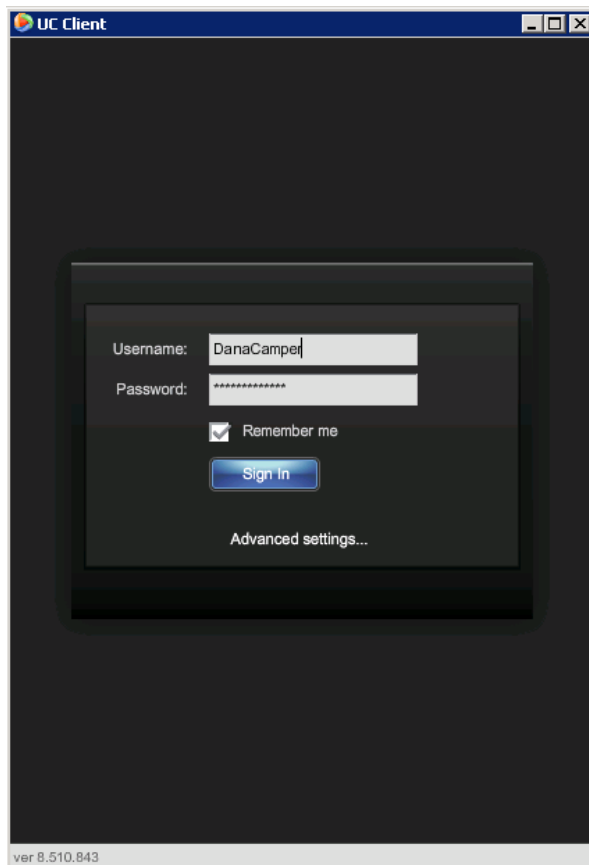
3. Once installed there will be a shortcut icon placed on the desktop. Click to launch.



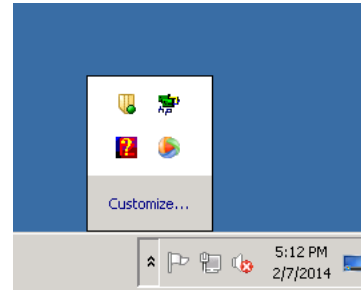
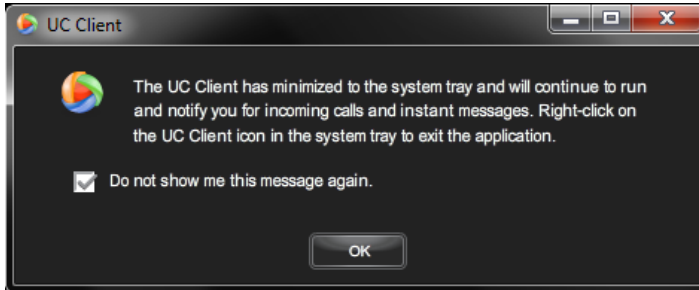
4. Input the URL http://mnec1 as shown below and click **Submit**.
5. Click **Connect**.



6. Enter the Active Directory Username and Password. Click **Sign In**.

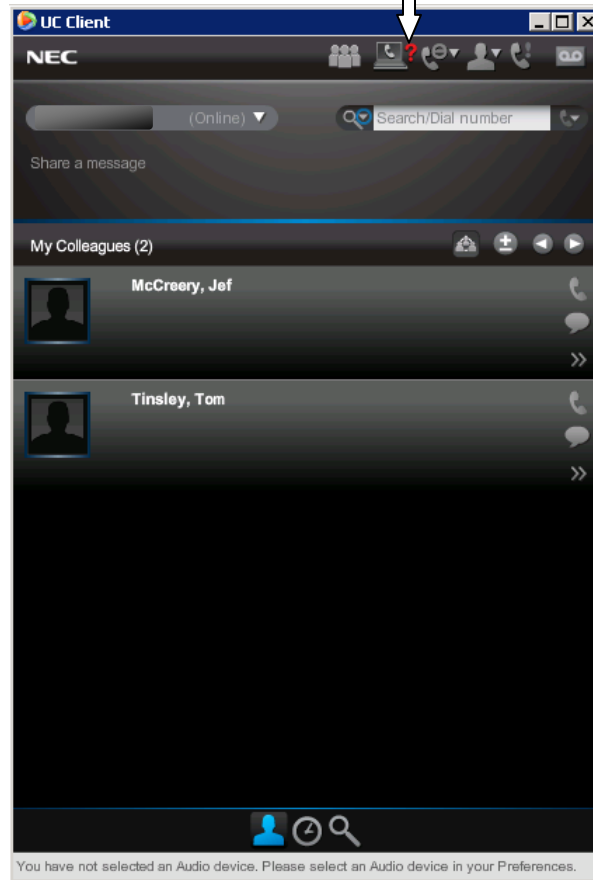


7. Check the box to not have the pop up message show every time. Click **OK**.

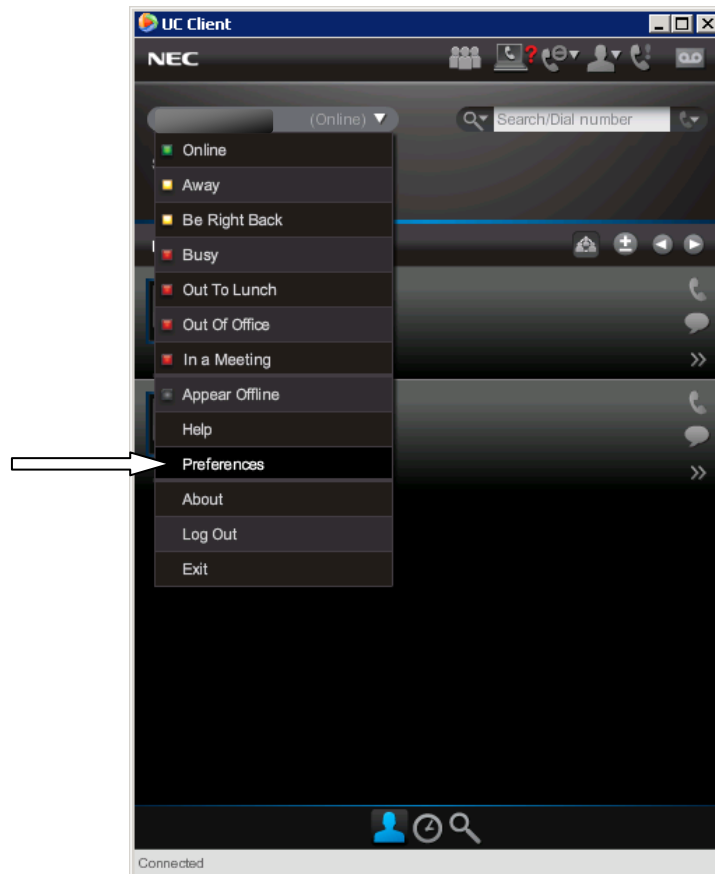


8. The below window will open automatically.

**RED ?** means there is no USB headset / mic connected.



9. Click on Username in the top left of the window and choose Preferences from the drop down menu.

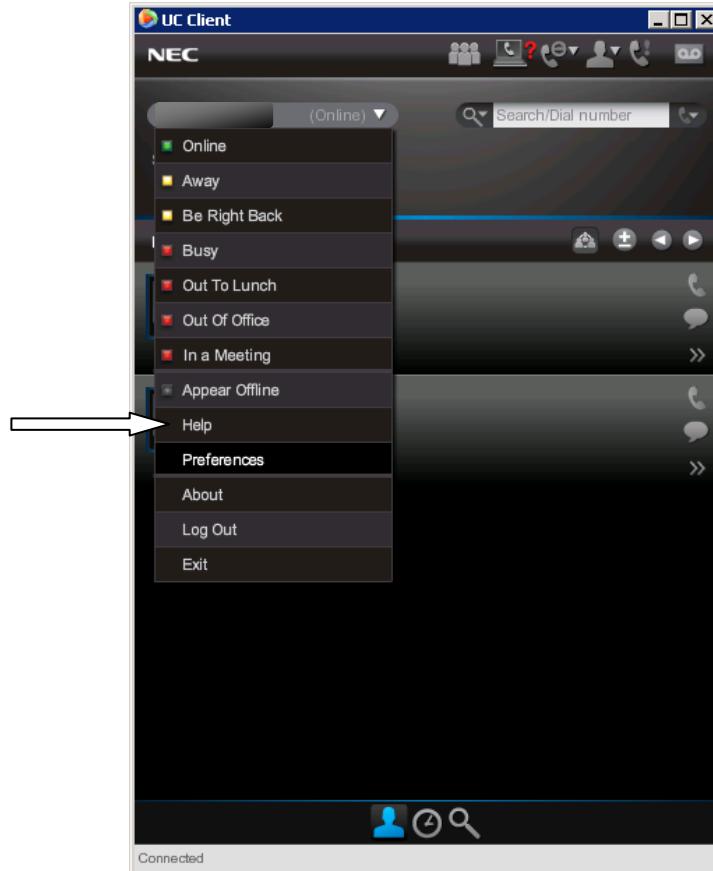


10. Select the **Soft Media Phone** tab and enter the SIP address provided by the System Administrator. (**SIPNEC1.WLU.EDU**)

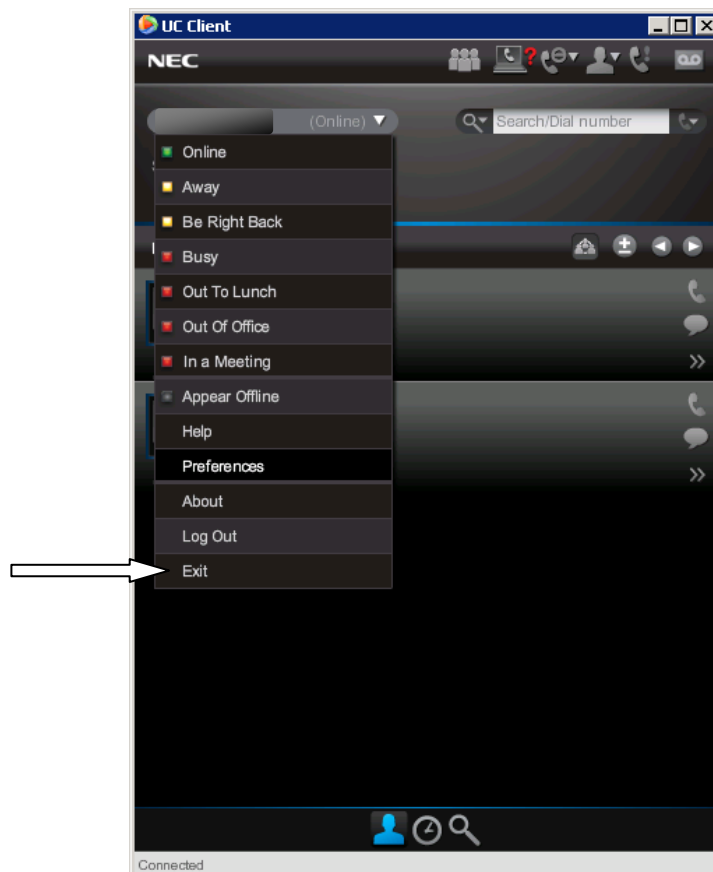
11. Click **Save**.



12. **Online Help** is available anytime by clicking on Username in the top left of the window and selecting **Help** from drop down menu.



13. If desired click **Exit** to log out and exit the system and continue using the computer without UC Client.



**Note:** Right clicking on the UC Client icon in the system tray will also allow you to logout and exit the application.