TeamViewer meeting software

Setting up TeamViewer

- 1. You will need a headset (headphones and microphone) so that we can talk to each other.
- 2. Immediately before the test session, go to <u>http://www.teamviewer.com/en/download/windows.aspx</u>
- 3. Download TeamViewer QuickSupport (the first of the 'Additional downloads' Download v9.0.25942)

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4. Click the 'Run' button on the pop-up window(s) that appear: for example, in Windows 7 two pop-up windows appear and they look like this:

File Download - Security Warning	
Do you want to run or save this file?	
Name: TeamViewer_Setup_en.exe Type: Application, 5.54MB From: downloadeu3.teamviewer.com	
While files from the Internet can be useful, this file type can potentially harm your computer. If you do not trust the source, do not run or save this software. What's the risk?	While Rea from the Internet can be useful, the file type can potentially h your computer. Only run software from publishers you trut. <u>Intert the</u>

5. The TeamViewer QuickSupport pop-up window will appear.



6. To check that your headset is working: click on the symbol to access the TeamViewer options where you will find an 'Audio conferencing' option in the left hand column. Ensure that your headset is the device selected in the options for playback and microphone.

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7. Tell the interviewer your TeamViewer ID and password to enable them to see your screen.