

Avaya Workplace Quick Start Guide

Downloading, configuring and joining a meeting – Android users

- 1. Click on the Google Play Store
- 2. Search Avaya Workplace application
- 3. Click on the **Install** icon.



Application configuration

- 1. Open the application.
- 2. Click on the OK to allow mandatory permission for recording audio and phone calls.
- 3. Click on the Allow to make and manage phone calls and record audio.
- 5. Follow the remaining prompts.
- 6. Click Accept to accept the End User License Agreement.
- 7. Click on the Join a Meeting to configure the application.
- 8. Type in Your Name field.
- 9. Insert https://telehealth.health.wa.gov.au/portal/tenants/wahealth in the Meeting Address field.

workplace	
7 Join a Meeting Let's get into the meeting! You can also join from your calendar, tap the link in the meeting invite	Let's get into a meeting! Your Name 8 Guest Meeting ID Meeting 9 https://telehealth.health.wa.gov
Configure my account I have an Avaya Workplace account, let's set it up and get me signed in!	Use Workplace for Audio + Video

Join meeting for Android:

Android:

- 1. Type in the meeting ID and click on Join the meeting.
- 2. Click Don't show again when the pop up appears. You will then be placed in the meeting.



Further Information and advice

Internal WA Health users Intranet: <u>Telehealth Hub</u> Phone: WACHS Service Desk **1800 794 748**

Internal and External users Website: <u>https://healthywa.wa.gov.au/Articles/S_T/Telehealth-appointments-at-home</u> Email: <u>WACHSICTHelpdesk@health.wa.gov.au</u>