

Avaya Workplace Quick Start Guide

Downloading and installing the Avaya Workplace desktop application (software) on external Macintosh (Mac) computers

- 1. Open an internet browser.
- 2. Type in: https://telehealth.health.wa.gov.au/portal/tenants/wahealth and press Enter on your keyboard.
- 3. Click on the Settings cog in the top left-hand side of the screen.
- 4. Click on the Download App v3.12.0.44.3 blue button.

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You can set Join without Video, check your client information and more		Let's get into this meeting! Avaya Settings		Have an account? Click Sign in to access your account.
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	Du sisting 1991			
Audio and Video Check	By clicking JOIN yo	a agree to use your name as meeting participant display name and use the brown experiences.	ser cookie for better user	

5. Click Allow to download the application and you will see the app in the browser download bar. Click on the installer to initiate installation.



6. Click on the Install icon.



7. Click on Open to proceed with the application installation.



- 8. Click OK to proceed with the application installation.
- 9. Click Allow to proceed with the application installation.
- 10. Click Continue to proceed with the application installation.



11. Click Continue to proceed with the application installation.



12. Click Agree to proceed with the application installation.

To continue installing the software you must agree to the terms of the software license agreement.

Click Agree to continue or click Disagree to cancel the installation and quit the Installer.





13. Click **Install** to proceed with the application installation.



14. Type in your computer login password or use the Touch ID to allow the installation.

Installer is trying to install new software.
Touch ID or enter your password to allow this.
14 Use Password Cancel

15. Application will be automatically installed. Click Close when complete.

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workplace		Go Back Continue	workplace		e

Application Configuration

1. Open Avaya Workplace Application by searching from Spotlight Search or from the Finder/Applications.

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~ avaya workplace	Favourites	Favourites Name Date Modified Size	Size	Kind	
	🔫 AirDrop	🛃 App Store	1 Jan 2020 at 4:00 pm	23.7 MB	Application
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	Applications	👝 🐵 Avaya Workplace	Today at 4:24 pm	184.4 MB	3 Application
		Backup and Sync from Google	13 Mar 2021 at 7:14 am	88 6 MR	Application

2. Click Join a meeting.

avaya workplace	
2 Join a meeting Let's get into the meeting! You can also join from your calendar	
tap the link in the meeting invite Configure my account	
I have an Avaya Workplace account, let's set it up and get me signed in!	
	Avaya WOIKDIACE 2 Join a meeting Voi can also join from your calendar tap the link in the meeting invite Configure my account I have an Avaya Workplace account, let's set it up and get me signed in!

- 3. Type in your name in Your name field.
- 4. Type in https://telehealth.health.wa.gov.au/portal/tenants/wahealth in the Meeting Address field.

Note: Meeting Address only need to be filled once when the application starts for the first time.

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</u> T/Telehealth-appointments-at-home Email: <u>WACHSICTHelpdesk@health.wa.gov.au</u>