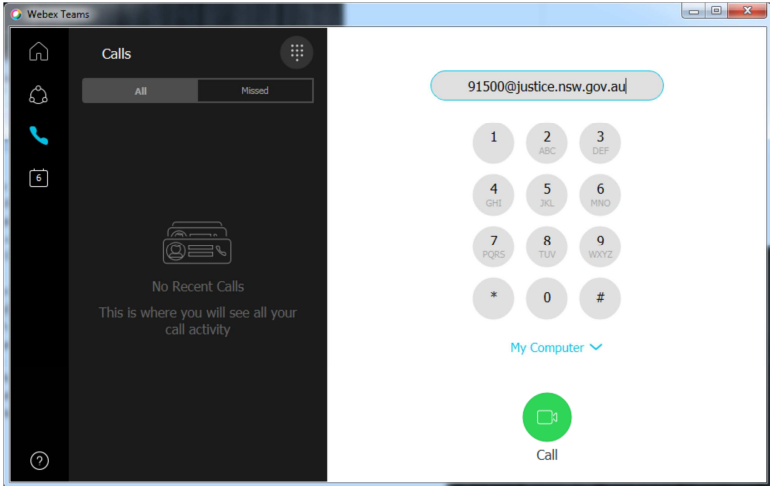
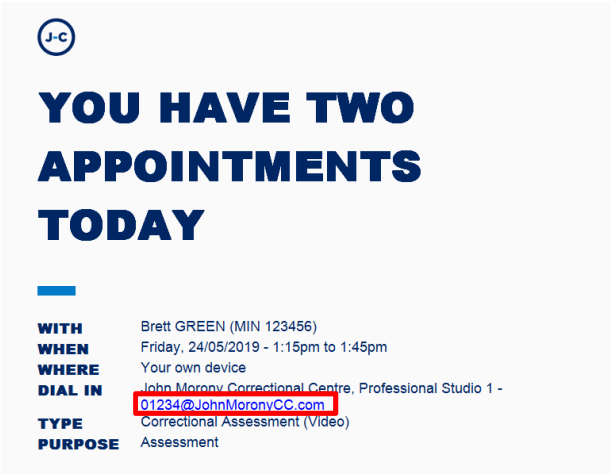


# JUST Connect and Video Conferencing

## Download and use of Webex Teams to conduct JUST Connect video appointments – Private Professional

Step	Action – Conducting an appointment using Webex Teams
	<p><b>Please be advised: The use of webex teams to conduct video conference appointments is restricted to users with a full JUST Connect account.</b></p> <p><b>Professionals seeking to conduct a video appointment without full access to JUST Connect will be required to attend the Henry Deane building to facilitate the appointment.</b></p>
1	<p>Download and install Webex <a href="http://www.webex.com/downloads/">http://www.webex.com/downloads/</a> or by Downloading Cisco Webex Teams from either Apple or Google Store. Follow all prompts to install.</p> <p>The Webex site should detect the operating system you are using and provide an appropriate download link.</p>
2	<p>Open Webex Teams and follow the prompts as required to create your Webex Teams account. Your Webex Teams account is <u>not</u> linked to your JUST Connect account.</p>
3	<p>After installing Webex Teams test your connection. To do this call <a href="mailto:91500@justice.nsw.gov.au">91500@justice.nsw.gov.au</a> as per the screen below.</p> 

Step	Action – Conducting an appointment using Webex Teams
4	<p>If you encounter difficulties please contact the Cisco help desk either through the following link: <a href="https://help.webex.com/?language=en-us">https://help.webex.com/?language=en-us</a> or calling 1800129278</p>
1	<p>Your will receive an email on the morning of your appointment booked through JUST Connect.</p> 
2a	<p>To dial into the correctional centre type in the 5 digit number followed by "@justice.nsw.gov.au"</p>
2b	<p>If attending a Mandatory Case Conference with the ODPP, they will supply the 5-digit dial in number followed by a suffix "@ODPP.nsw.gov.au" to enter the conference.</p>
2c	<p>For a peer appointment type the Webex registered email address that the peer user has registered to their individual Webex Teams account.</p>