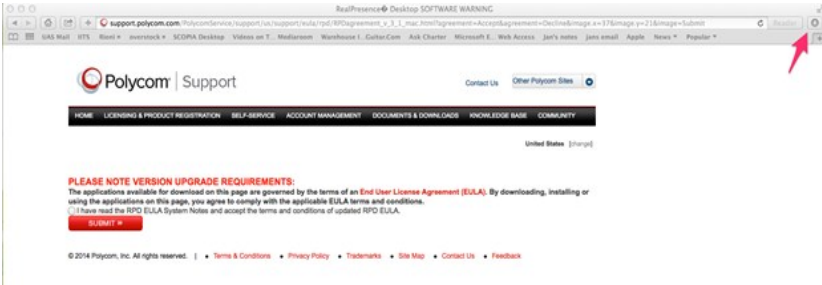
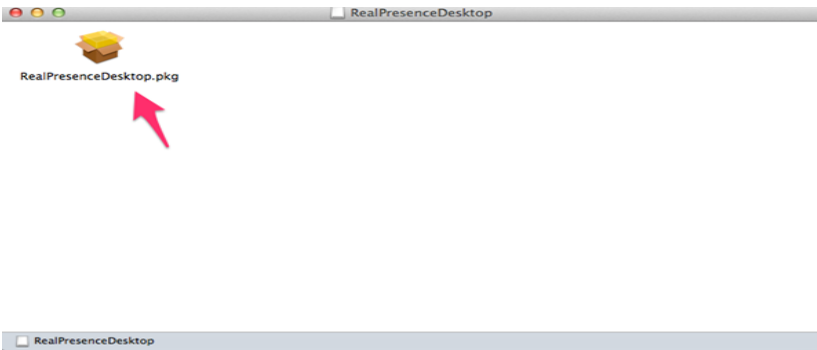


# INSTALLATION UPGRADE STEPS FOR REALPRESENCE ON MAC

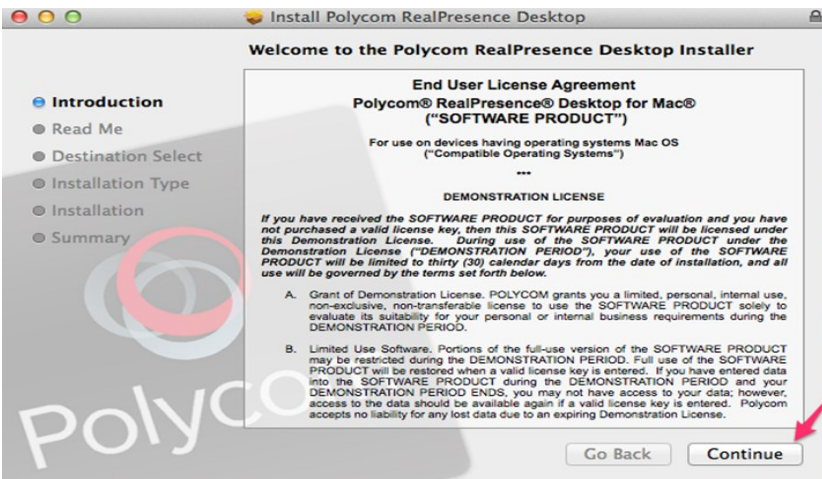


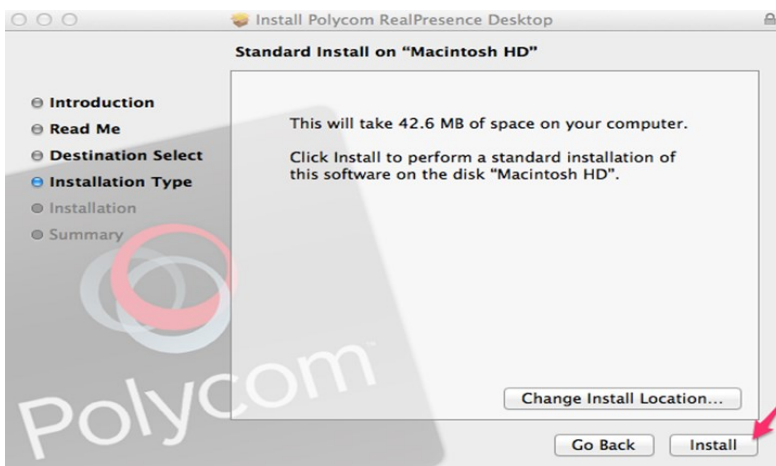
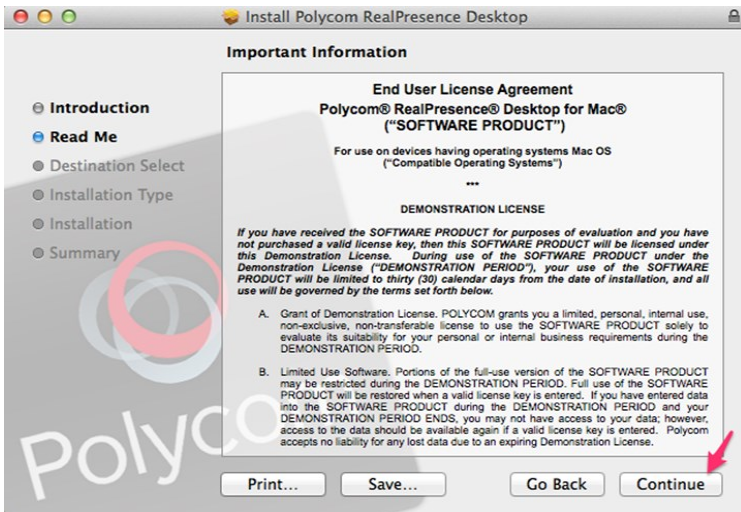
Please find the downloads button on the top right hand corner in Safari browser



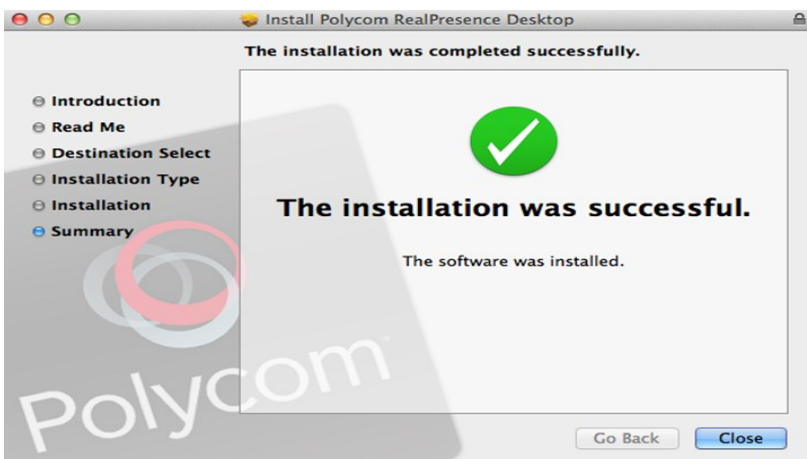
Install the RealPresence Package from the download folder.

*If you do not see this tab it could be hiding behind an open folder. Please minimize these until this tab is visible.*

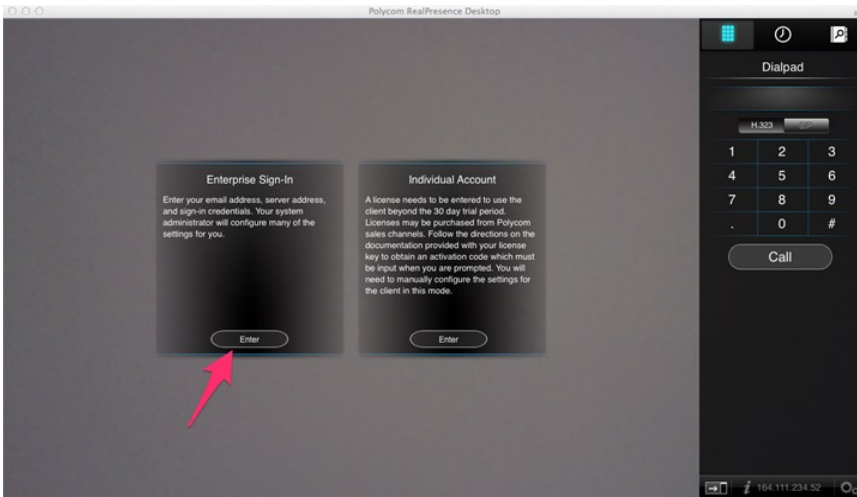




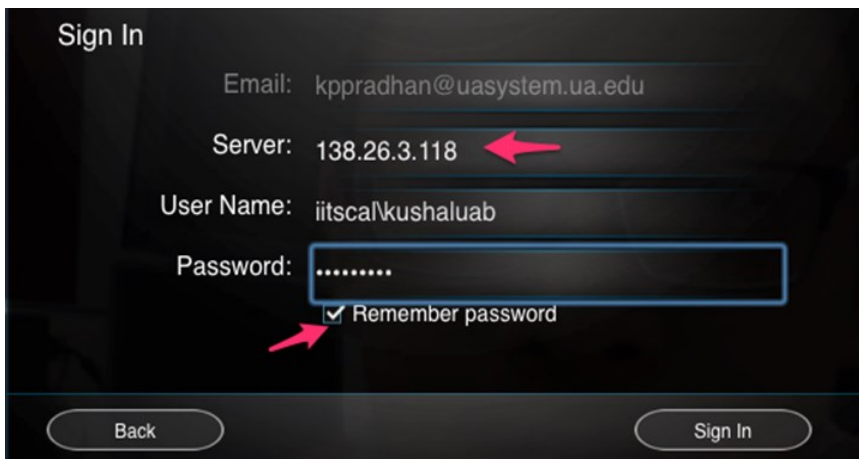
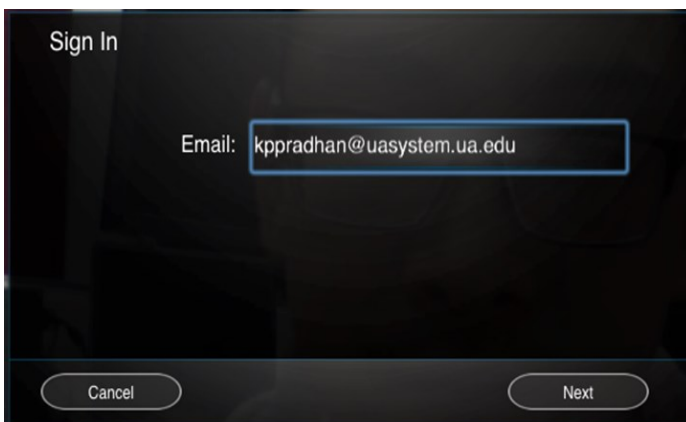
Change the Installation location if you want to install in the custom location



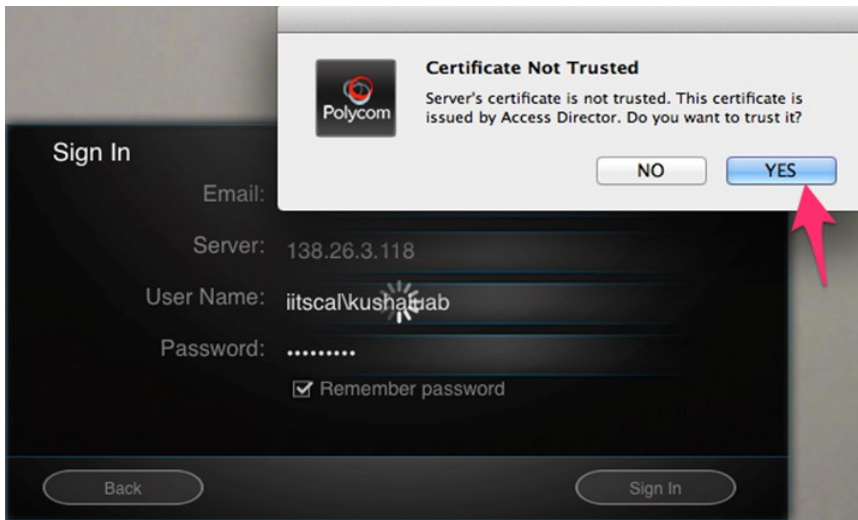
Now go to Launchpad and find Polycom RealPresence Desktop



**Enter the email associated with the RealPresence desktop application**



- **Enter new Server: 138.26.3.118**
- **Enter User Name: iitsca\user name**
- **Enter Password: your original password**
- **Sign In info should reflect newly entered information.**
- **Check Remember password, if you do not want to enter password every time.**



Once successfully registered you will see the screen as above.

The gear icon at the bottom right hand corner is for the settings. You can change the entered detail in the settings.



- All items should show green. *(If not, please call IITS at 205-975-6854)*
- Once registered, dial 999 followed by the meeting room number to join a meeting.