

# Getting Started With TeamSpot™ (Macintosh OS X)



**1 Determine the URL of the TeamSpot**  
The address of the TeamSpot Host is typically posted prominently in the area.

**2 Get the software from the TeamSpot's website**  
On your laptop, open a web browser window. Enter the URL of the TeamSpot from step 1. Click "Download TeamSpot Software."

*Click here for the download page*



**3 Download the software**

Click the orange Apple icon to download the Client archive file.

*Click to download the archive*

**4 Unpack and run the software**

Unpack the archive folder (if it didn't unpack automatically) and move the entire folder to the Applications folder if desired. Double-click the TeamSpot Client icon. It displays the license agreement. Click "I accept..." and "Continue."



**5 Personalize the settings**

You should see the TeamSpot Control Panel. Change the machine name to be something that uniquely identifies you, like your nickname. Then click "New TeamSpot" to join the TeamSpot.

*Change this name to better identify you to others in the TeamSpot. (No spaces or punctuation.)*

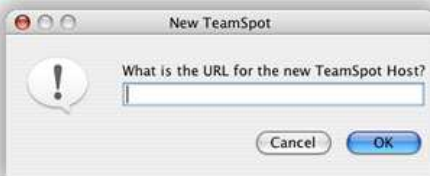
*Then click here to connect into the TeamSpot*



*Drop-down menu of TeamSpots*

**6 Enter the TeamSpot's URL again**

Enter the URL from step 1 here and click "OK." This connects you to the TeamSpot.



**7 Enter the authorization code**

Check the big screen in the TeamSpot. You should see a small box in the lower right corner with a six digit code. Enter that code into your computer and click "OK." You're in!



**8 Next time, just click "Join"**

Next time you visit the TeamSpot, select the TeamSpot's name from the drop-down list and click "Join." When visiting a TeamSpot that's not in the list, click "New TeamSpot."