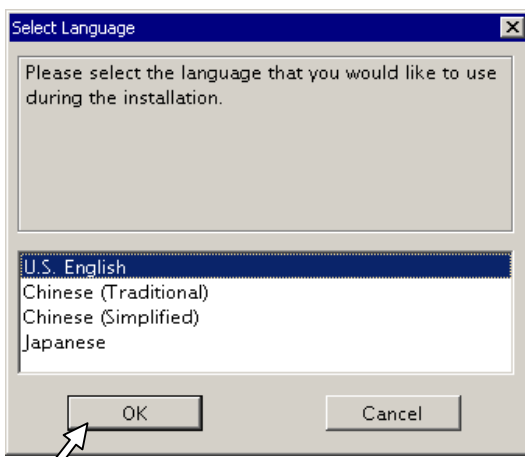## To install HomeMeeting Messenger:

1. Click here to go to the official download site and click the hyperlink to download the Messenger installation package.

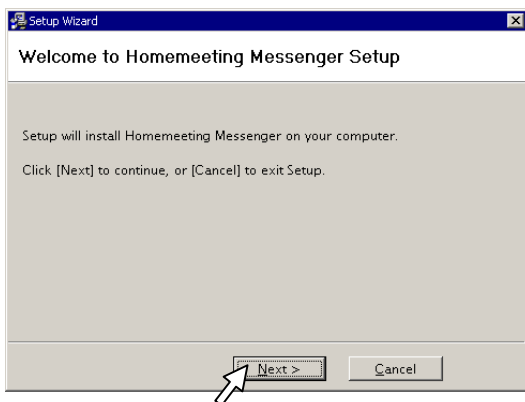2. Click **Run** to open the installation package.

(If you see the security warning from the Internet Explorer, simply click **Run** to start installation.)
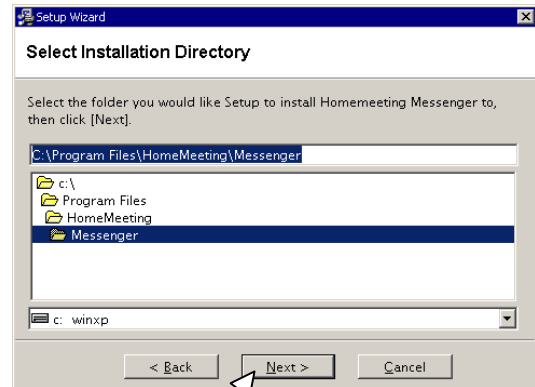
3. Select language and click **OK**.

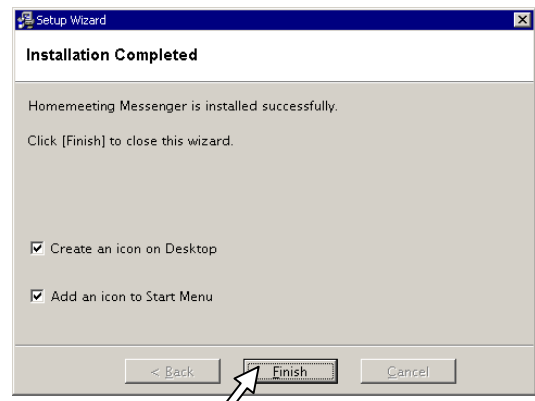4. Click **Next** to continue the installation setup.

5. Click **Yes** to the End-User License Agreement.

6. Click **Next** to use the default installation directory and start the Messenger installation.

7. Click **Finish** to complete the Messenger installation.

Now you should see the HomeMeeting Messenger icon on your desktop. Just double-click on this icon to launch the Messenger and then a new icon is added to the system tray in the lower-right corner of your PC's desktop.

You can close the Messenger from your desktop but it will keep running at the system tray. To exit the Messenger, you can right-click the icon and select Exit to remove the icon from the system tray of Windows to stop running the Messenger.

When you run the Messenger for the first time, you need to add Web Office(s), or the HomeMeeting server(s), to your Messenger. You can import Web Office(s) to the Messenger if you have a *.wbl* file (web office list file). Please refer to *Messenger User Guide* for the import or export of a .wbl file.
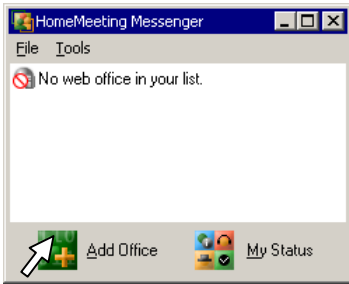
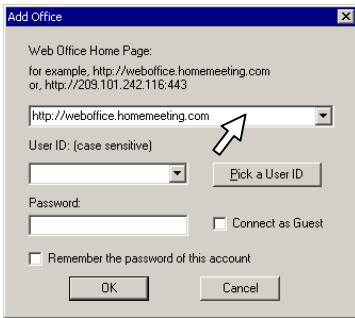If you don't have any *.wbl* file, please continue on the next page to add Web Office(s) manually.

1

To add HomeMeeting server(s):

1. Double click that resides on your PC desktop to launch Messenger. Afterward, the icon should appear in the lower-right corner of your PC's desktop.
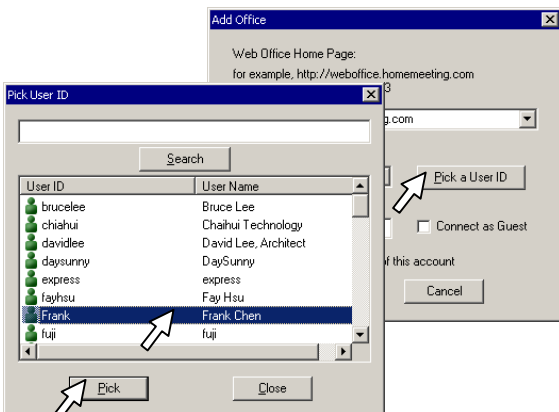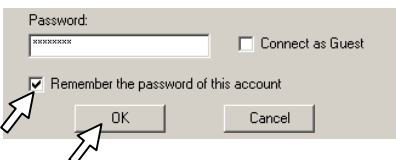
2. Click **Add Office**.

3. Type in the URL of a HomeMeeting server, e.g., http://weboffice.homemeeting.com
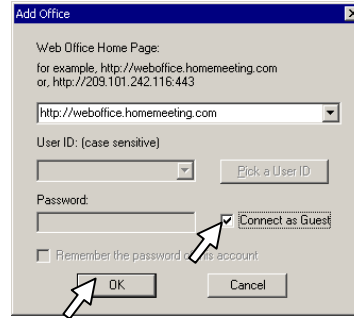

4. Click **Pick a User ID**. Select your User ID and click **Pick**. If you do not have an account at this HomeMeeting server, please go to Step 6.
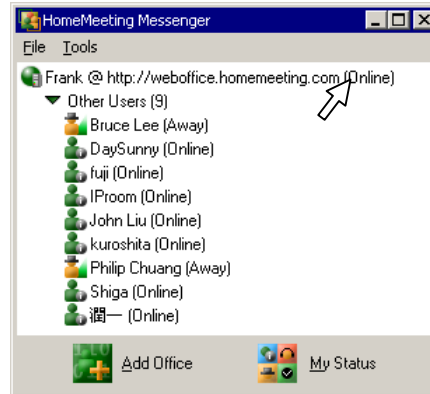

5. Type in your **Password** and select **Remember this password of this account**. Click **OK**.

6. (For user without web office account) Select **Connect as Guest** and then click **OK**.

7. Now you should see the HomeMeeting server you just added. Here is an example:

To add another HomeMeeting server, please go back to Step 2.

Also note that Messenger displays different MCU servers by different icons—where denotes a stand-along MCU server (e.g., Web Office server) and denotes a third-party MCU server (e.g., MMC server).

Right-click a Web Office or an Owner's name, you can start using the Messenger to launch your web office or visit the other Owner's web office.