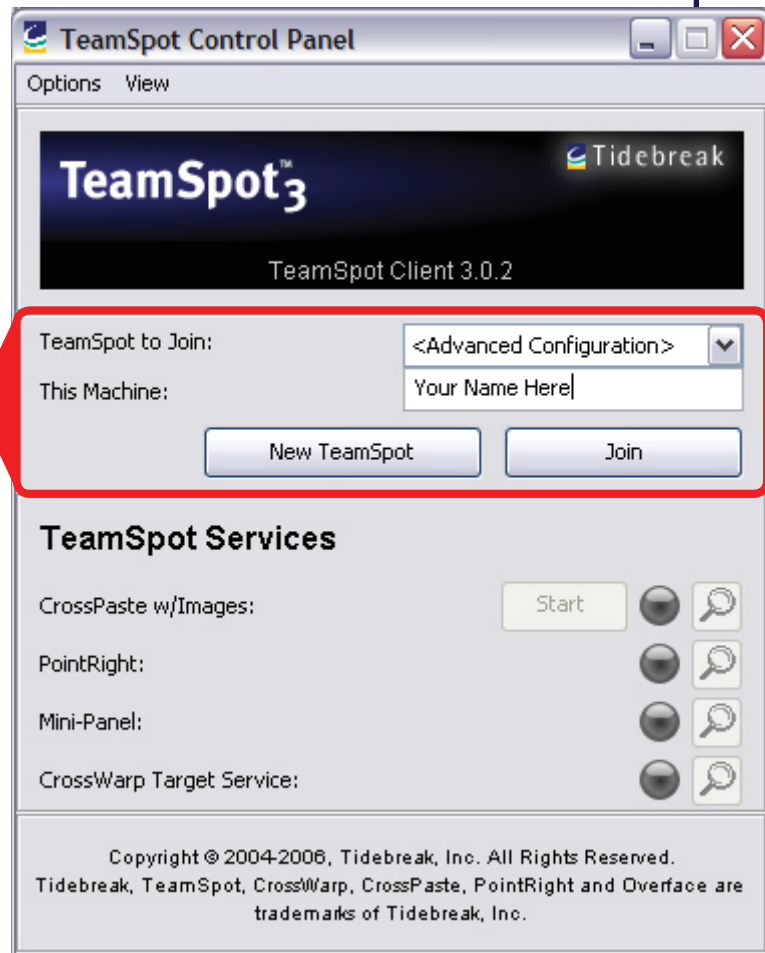


Installing the TeamSpot Software & Getting Started

1. Log into the **TeamSpot Server** (the computer attached to the plasma screen) with your UWNNetID.
2. Using your laptop, go to http://catalyst.washington.edu/learning_spaces/teamspot_download.html to download the **TeamSpot Client** software. You can also use the provided TeamSpot workstation.
 - *Both wireless & Ethernet networking are provided in all 3 TeamSpot Spaces; due to the high bandwidth needs of the TeamSpot software, we recommend connecting via Ethernet.*
 - *You will only need to download the software the first time you use any TeamSpot location.*
3. For Windows machines--when prompted after downloading the TeamSpot software, click run, and follow Set Up Wizard (accept the default settings).
 For Macintosh machines--unzip the downloaded file, save the unzipped folder to the Applications folder and open the unzipped folder.
4. Launch the **TeamSpot Client**.
5. In the **This Machine** field, create your display name and click the New TeamSpot button. This needs to be done the first time you visit each TeamSpot location.
6. You will be prompted for the URL of the new TeamSpot host. The URL is different for each TeamSpot location:
 - For TeamSpot 1 enter:
teamspot-1-server.eplt.washington.edu
 - For TeamSpot 2 enter:
teamspot-2-server.eplt.washington.edu
 - For TeamSpot 3 enter:
teamspot-3-server.eplt.washington.edu
7. You will be prompted for a confirmation code, which you will find on the plasma screen. Once you enter the confirmation code, you are ready to go.
8. Logout of the **TeamSpot Server and Workstation before you leave.**



Troubleshooting	
Problem	Common Solutions
Randomly disconnected from a TeamSpot session	Connect to TeamSpot via the wired Ethernet cables provided.
Files between clients and host take a remarkably long time to transfer	Connect to TeamSpot via the wired Ethernet cables provided.