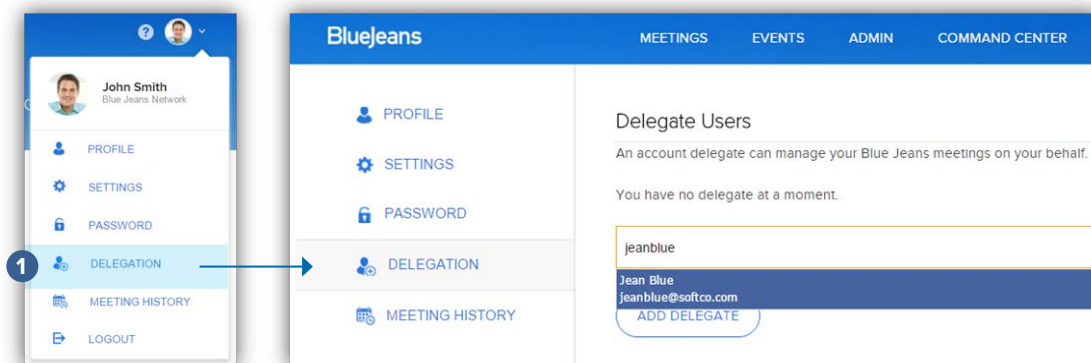


How to Schedule a Meeting for Another BlueJeans Host

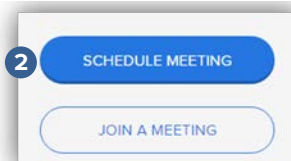
STEP 1

Ask the host to add you as an account delegate in his or her BlueJeans account.



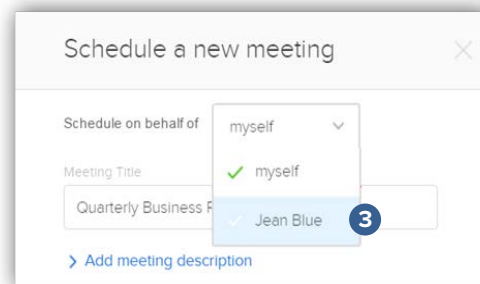
STEP 2

Log in to your account and click **SCHEDULE MEETING**.



STEP 3

Select the host for whom you'd like to schedule a meeting.



Resources



Interested in more tips and training? Sign up for eLearning or a Coffee & BlueJeans LIVE videocast at coffee.bluejeans.com.



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