






## MiCollab Desktop Client Installation

### Overview

This quick reference guide provides instructions on how to install the MiCollab Desktop Client.

### Install MiCollab Desktop Client

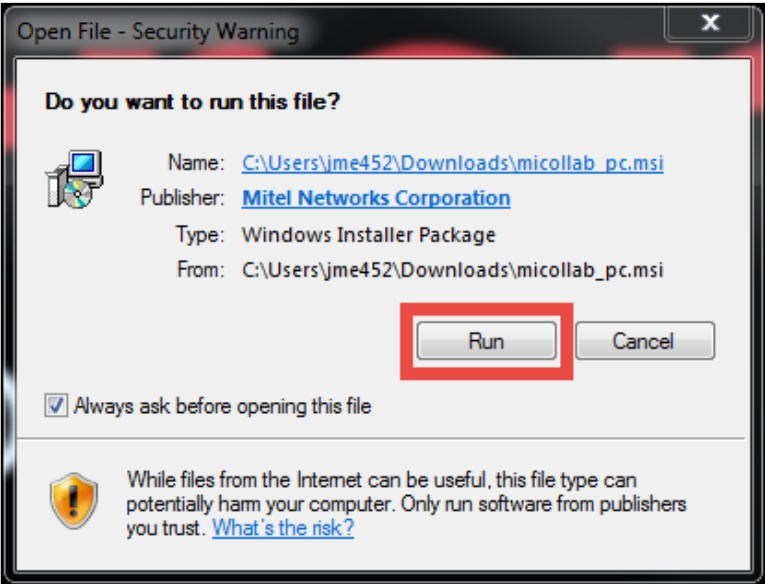
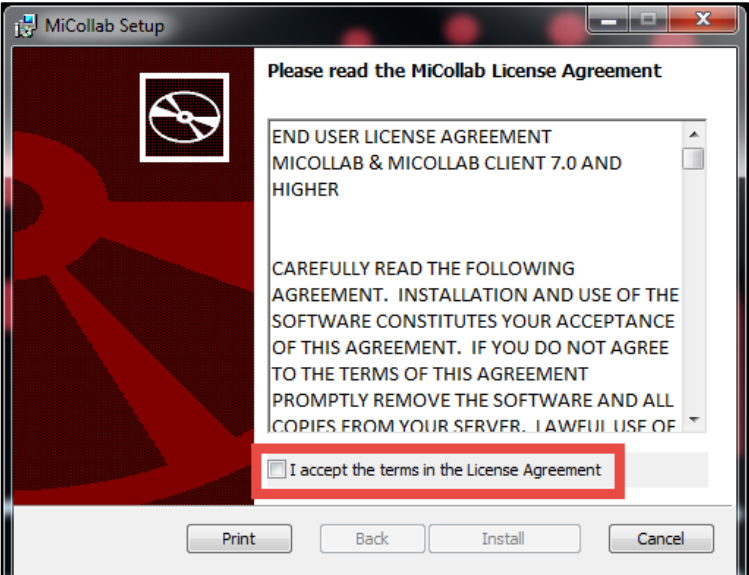
To install the MiCollab Desktop Client, follow this procedure.

Step	Action
1	<p>Click installation link within your <i>AnyWare MiCollab Client Configuration</i> email.</p> <div style="border: 1px solid black; padding: 5px;"><p><b>Step 1 - Download and installation of the Client:</b></p><p><b>Installation on Mobile Devices</b></p><p>If you would like to download the MiCollab Mobile Client on your mobile device please use the appropriate App-Store links to start the download process:</p><div style="display: flex; justify-content: space-around;"></div><p><b>Installation on Windows 7, Windows 10 or Mac OS X</b></p><p>If you would like to install the MiCollab Desktop Client on your Mac or Windows PC please use the appropriate download link below.</p><div style="display: flex; align-items: center;"> <span style="margin-left: 10px;">←</span></div></div>

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MiCollab Desktop Client Installation, Continued

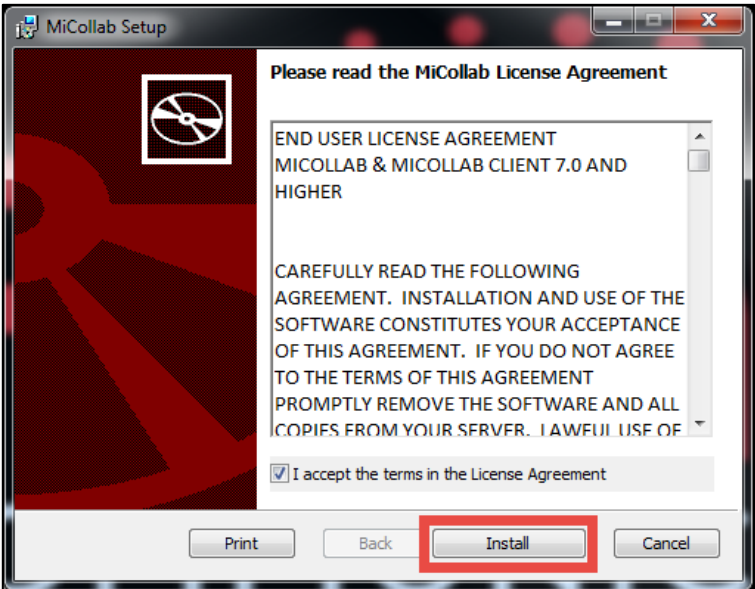
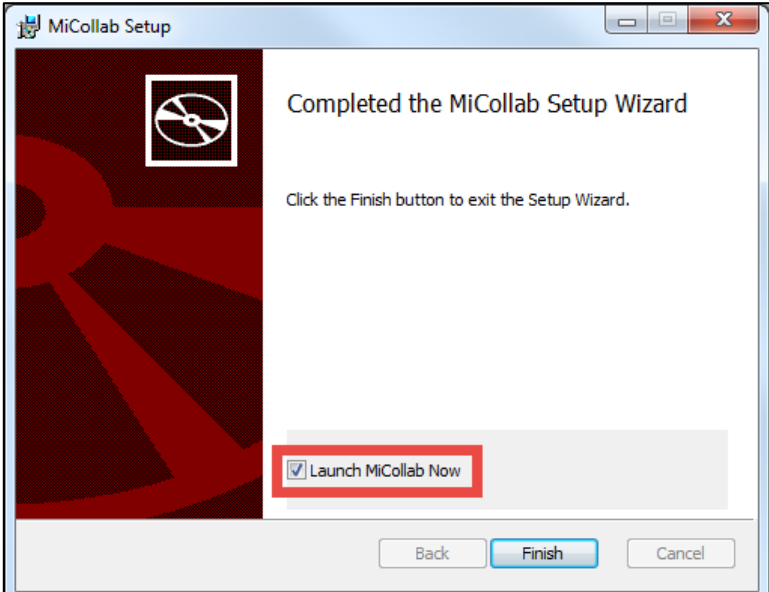
Install MiCollab Desktop Client, continued

Step	Action
4	<p>Click <b>RUN</b></p> 
5	<p>Click checkbox beside the <b>I accept the terms in the License Agreement</b> statement after reading the END USER LICENSE AGREEMENT</p> 

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MiCollab Desktop Client Installation, Continued

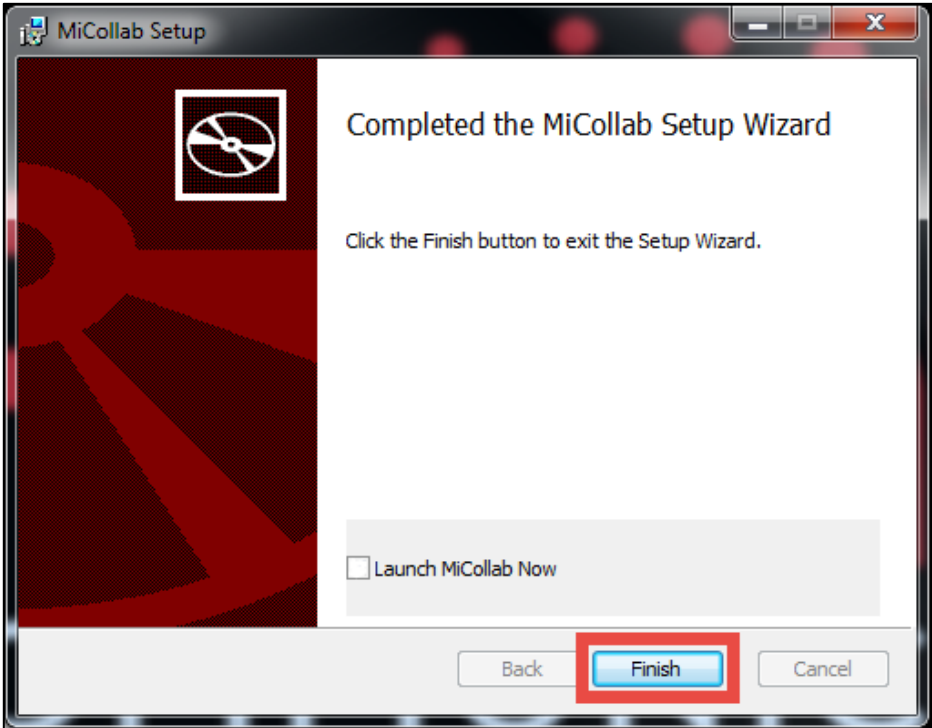

Install MiCollab Desktop Client, continued

Step	Action
6	<p>Click <b>Install</b></p>  <p>The screenshot shows the 'MiCollab Setup' window with the title 'Please read the MiCollab License Agreement'. It contains an 'END USER LICENSE AGREEMENT' for 'MICOLLAB &amp; MICOLLAB CLIENT 7.0 AND HIGHER'. Below the text is a checkbox labeled 'I accept the terms in the License Agreement' which is checked. At the bottom, there are buttons for 'Print', 'Back', 'Install', and 'Cancel'. The 'Install' button is highlighted with a red rectangular box.</p>
7	<p>Deselect <b>Launch MiCollab Now</b></p>  <p>The screenshot shows the 'MiCollab Setup' window with the title 'Completed the MiCollab Setup Wizard'. It instructs the user to 'Click the Finish button to exit the Setup Wizard.' At the bottom, there is a checkbox labeled 'Launch MiCollab Now' which is checked. This checkbox is highlighted with a red rectangular box. Below it are buttons for 'Back', 'Finish', and 'Cancel'.</p>

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**MiCollab Desktop Client Installation, Continued**

**Install MiCollab Desktop Client, continued**

Step	Action
8	<p>Click <b>Finish</b></p>  <p><b>NOTE:</b> Recommended to <b>NOT</b> select the <b>Launch MiCollab Now</b> field.</p>
9	Go back to the <i>AnyWare MiCollab Client Configuration</i> email.
10	<p>Click the <b>click here</b> link within MiCollab Email to activate and configure MiCollab.</p> <div style="border: 2px solid red; padding: 5px;"> <p>Step 2 – Activation and Configuration:</p> <p>If you are reading this on the same device you have downloaded and installed the MiCollab application on, simply <a href="#">click here</a> to start the provisioning process.</p> <p><small>Alternative for mobiles</small></p> </div> 

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## QUICK REFERENCE GUIDE

Section: **Installation**

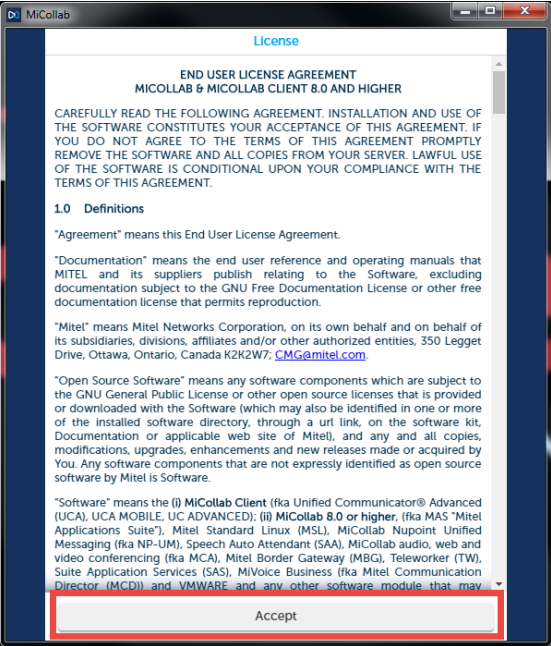
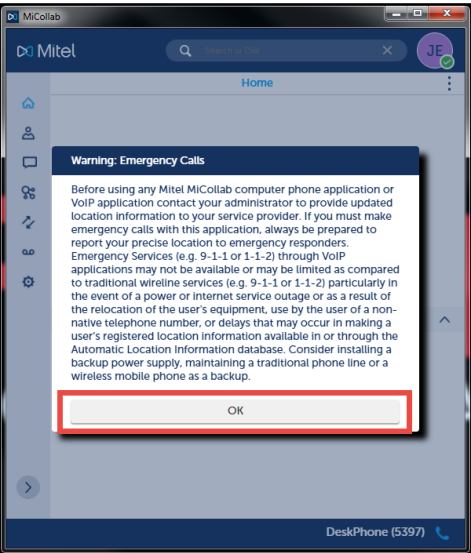
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### MiCollab Desktop Client Installation, Continued

Install MiCollab Desktop Client, continued

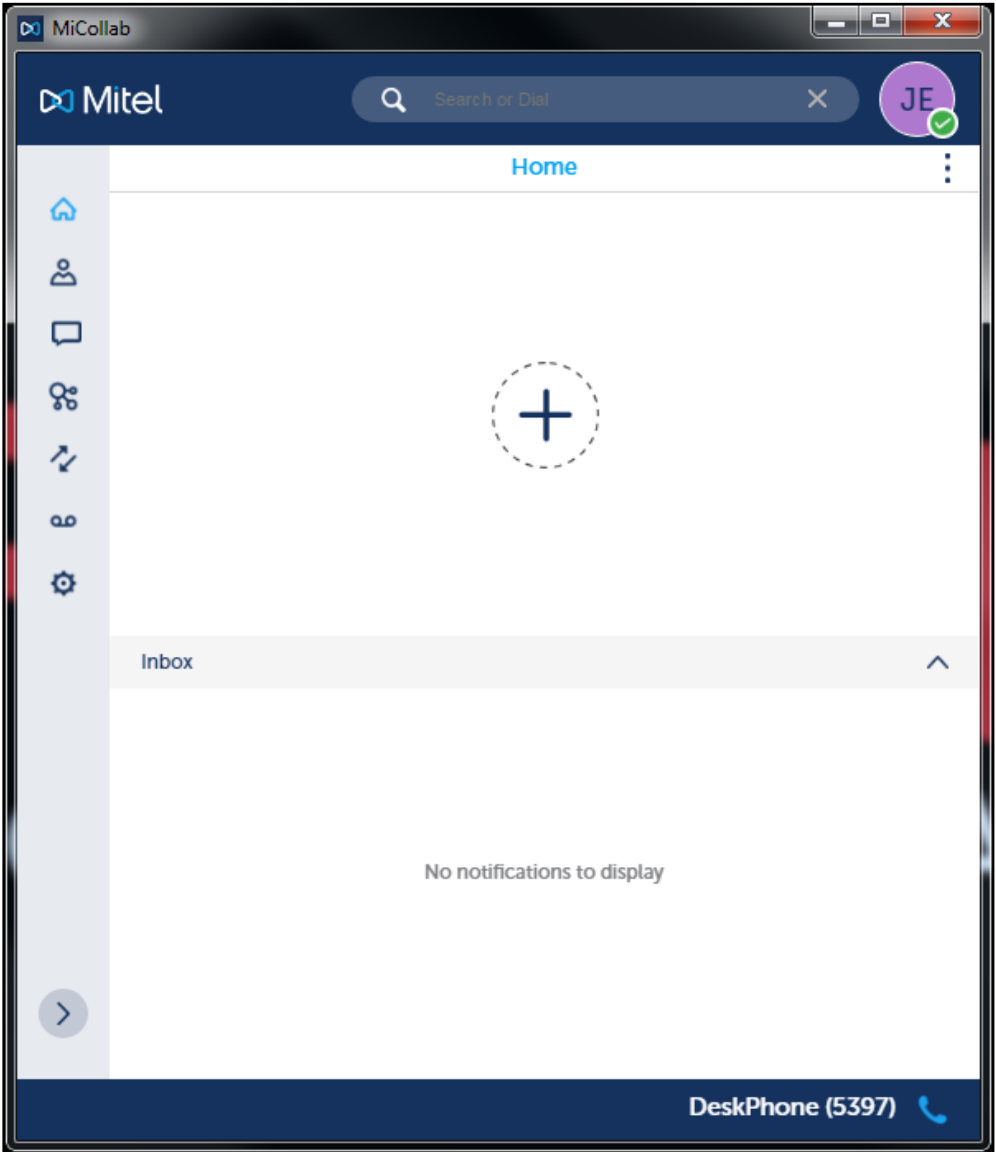
Step	Action
11	<p>Enter <b>Accept</b> after reading the <b>END USER LICENSE AGREEMENT</b></p> 
12	<p>Click <b>OK</b> after reading the <b>Warning Emergency Calls</b></p> 

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## MiCollab Desktop Client Installation, Continued

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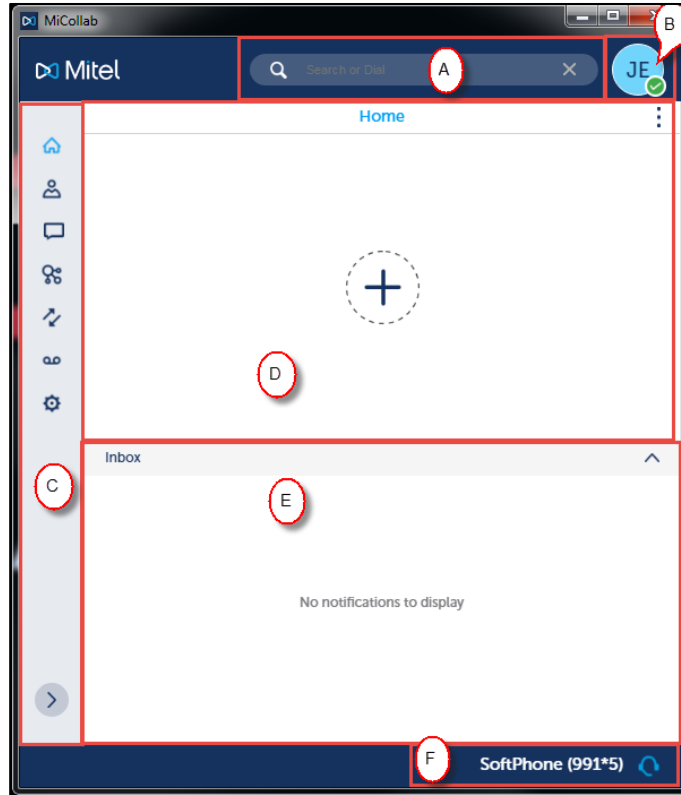
### Install MiCollab Desktop Client, continued

Step	Action
13	<p>The <b>MiCollab Desktop Client</b> window appears</p> 

## MiCollab Desktop Client

### MiCollab Desktop Client

The MiCollab Desktop Client consist of the following.

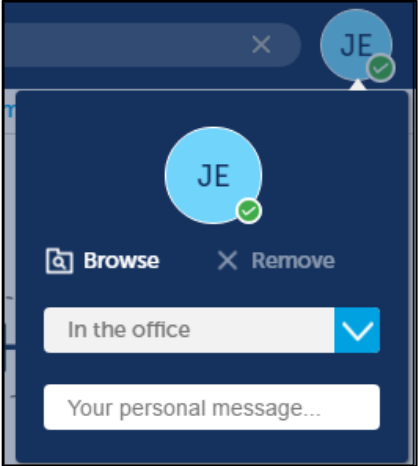
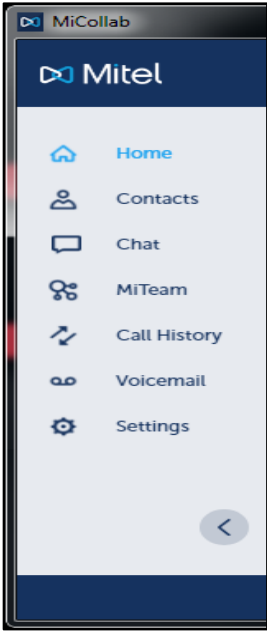


Part	Description
A	<p>Search field to search for contact or to dial a number</p> <p>The detailed view shows the search field with the number '9918' entered. A red arrow points to the search field. Below the search field, there are two sections: 'Make call' and 'Contacts'. The 'Make call' section has a red arrow pointing to the '9918' number with the text 'Click to place call'. The 'Contacts' section has a red arrow pointing to the contact 'Tristan Young' with the text 'Click open Contact'.</p>

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**MiCollab Desktop Client, Continued**

**MiCollab Desktop Client, continued**

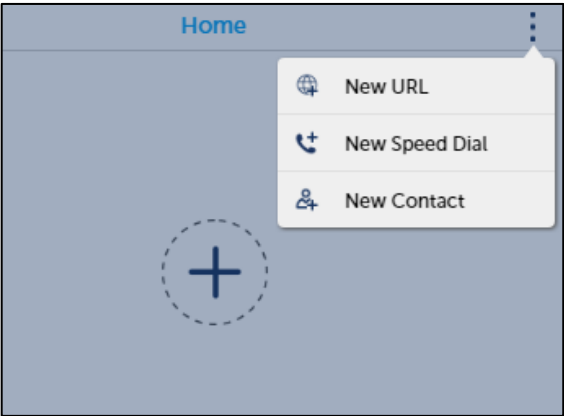
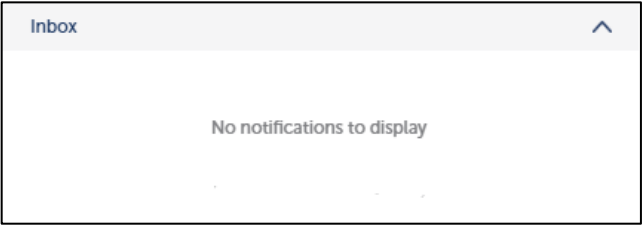
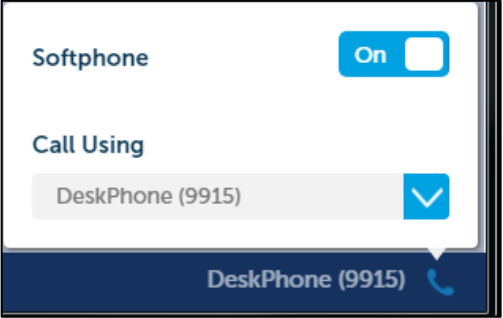
Part	Description
B	<p>Profile - Allows you to add/change/remove your picture, manage your status and enter a personal brief message.</p> 
C	<p>Navigation Menu - Displays the options to manage your account.</p> 

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**MiCollab Desktop Client**, Continued

**MiCollab Desktop Client**, continued

Part	Description
D	<p>Short Cuts– Provides easy access to frequently performed tasks by allowing you to add website, Speed Dial numbers, or specific contacts.</p> 
E	<p>Notifications - Displays all notifications</p> 
F	<p>Device - Allows you to disable/enable Softphone and select which phone to use.</p>  <p><b>Note:</b> SoftPhone is an add-on feature within the MiCollab Desktop client that allows you to use your PC to make calls to your contacts.</p>