

Nov-2-2009

Jose has created a "MayesLabMM" server that hosts all of our meeting maker accounts. So we need to change the login server to "MayesMM".

Web log in:

Go to the same address: autism-mm.med.yale.edu

Select: connect via browser—connect via web

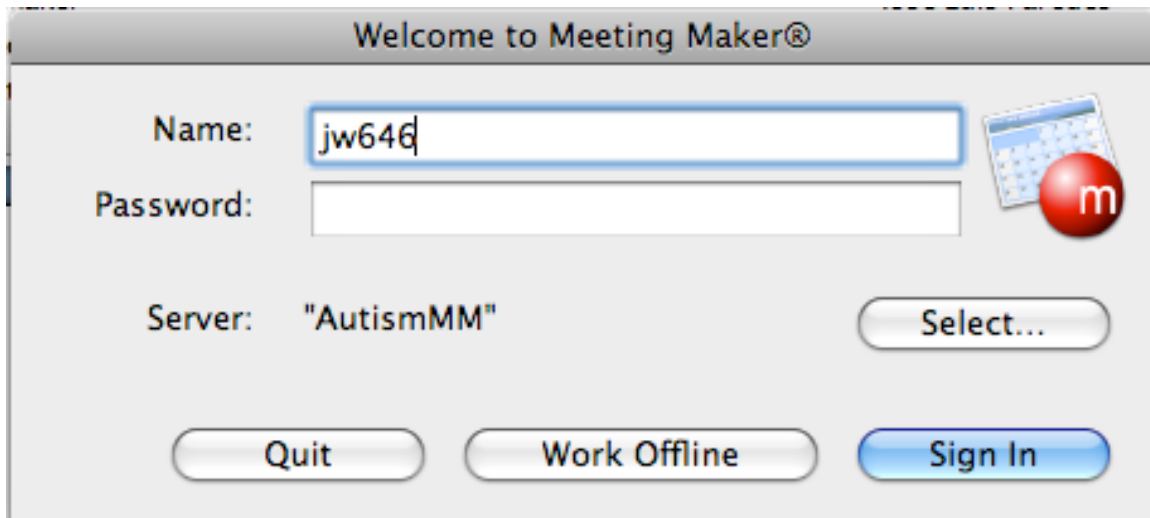
Then choose MayesLabMM and log in using your old name and password



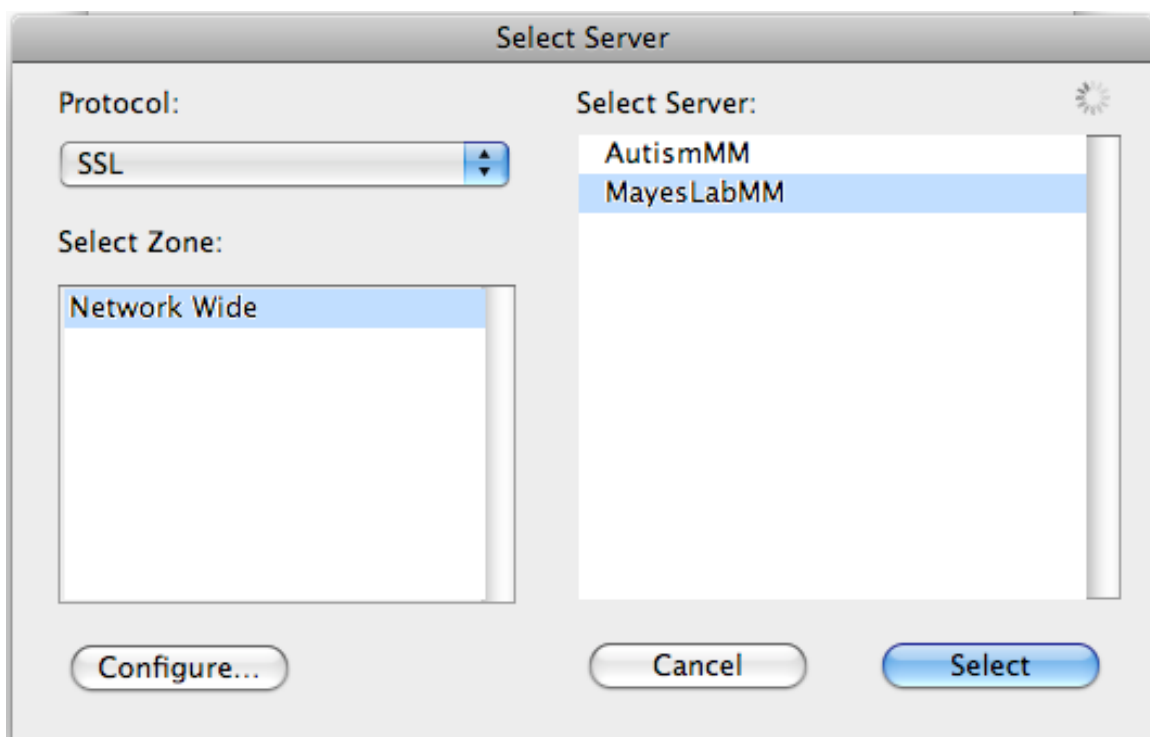
The screenshot shows the Meeting Maker login page. At the top is the 'meetingmaker' logo, which consists of a red sphere with a white 'm' and the words 'meetingmaker' in red and black. Below the logo is a section titled 'Sign in to Meeting Maker HTML Calendar'. This section contains three input fields: 'name:' with the value 'jw646', 'password:', and 'server:'. The 'server:' dropdown menu is open, showing two options: 'AutismMM' and 'MayesLabMM', with 'MayesLabMM' selected. To the right of these fields is a 'Sign In' button. At the bottom of the form is the URL www.peoplecube.com.

Using the meeting maker software:

1) From the login screen select the server button. If you are setup to login automatically, make sure you sign out instead –it is an option under the File menu, so that you can get to the login screen.



2) On the right side of the popup window, a list of available servers will show up. Select the "MayesLabMM" server.

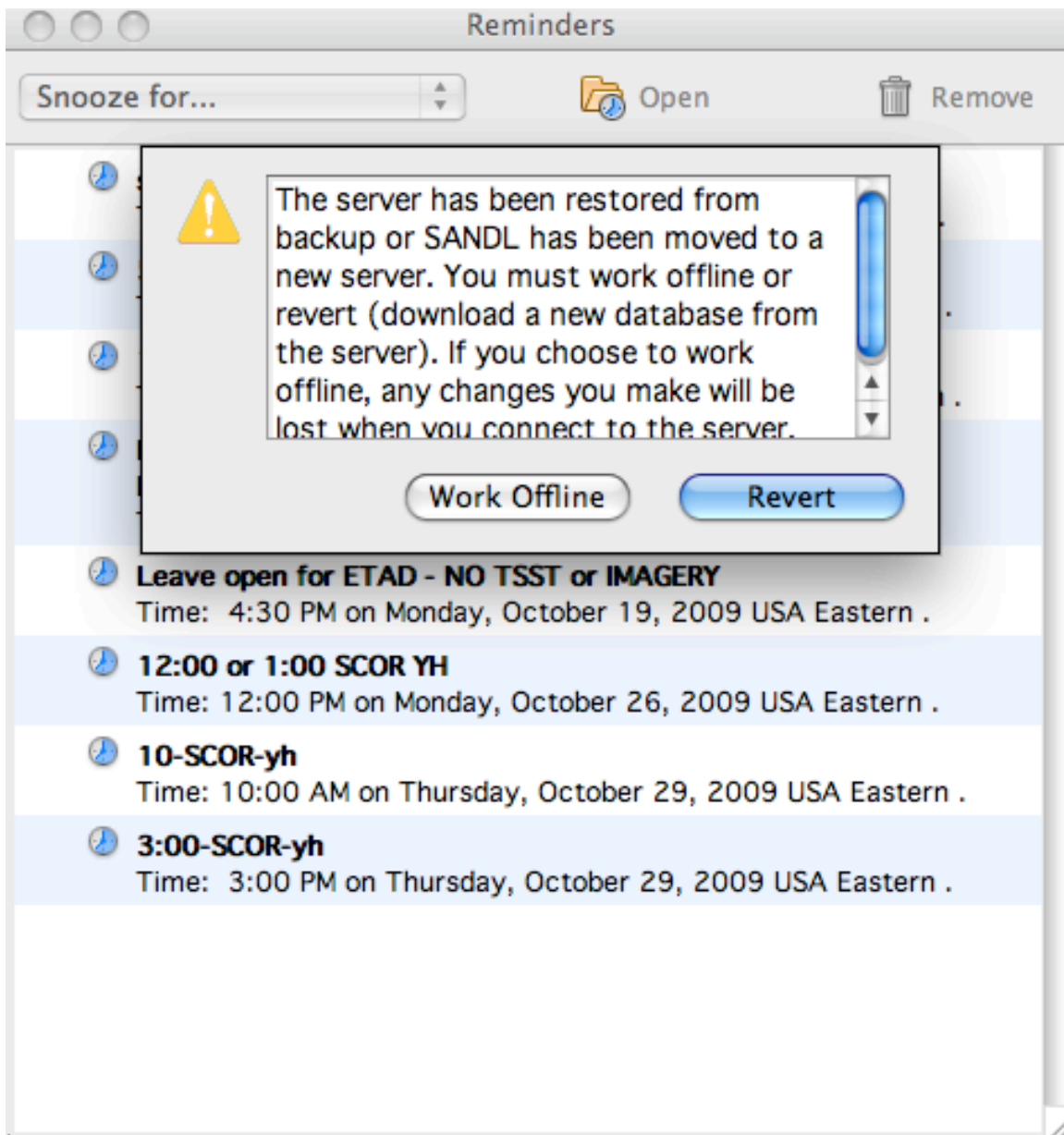


3) Verify your connection protocol is SSL

4) Click ok.

5) Use your previous login/password to access the new server

The first time log in, you might see an alert as the following screen:



Choose Revert. Then meeting maker might crash. But if you launch it again, everything should work.

Let Jia know if you need any help!