

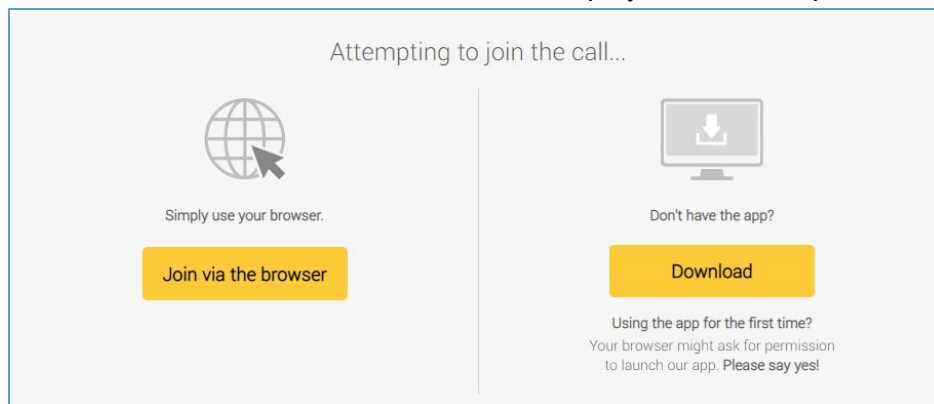
## Non-Bloomberg LP Participants: How to Join a Call

The following instructions are for external participants outside of Bloomberg LP who need to join a NEXI call. These instructions can be given to them to assist in joining the call:

### PC/Mac

Direct your guest to do the following:

1. Open the email invitation on their mobile device and scroll down to the *Conference Information* section. A NEXI URL link is displayed.
1. Click the NEXI URL link. A browser window is displayed with two options.



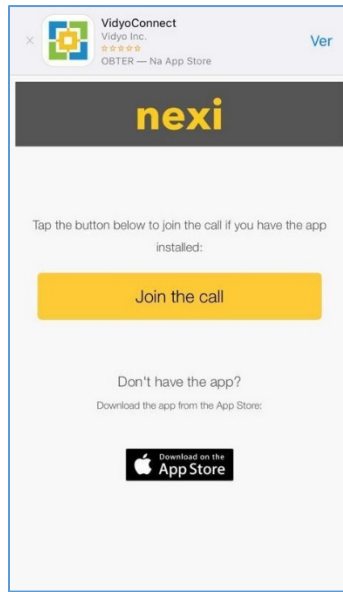
2. Click the **Connect via Browser** option. They are then directed to install a browser plugin.
3. Once installed, the browser window displays a pre-screen to your guest before joining the call with an option to enter their name and connect. Once installed, a pre-screen is displayed in the browser window, prompting your guest to enter their name and connect to join the call.



## IOS or Android Mobile Device

Direct your guest to do the following:

2. Open the email invitation on your mobile device and scroll down to the *Conference Information* section. A NEXI URL link is displayed.
3. Click the NEXI URL link. The Apple App store or Google Play Store opens (depending on the device), which directs you to install the VidyoConnect app.



4. Once the VidyoConnect app is installed, accept the EULA contract, and permit the app to record video/audio and make and manage phone calls.
5. Once complete, have the guest navigate back to the invitation email and click on the link once again. This will reopen the VidyoConnect app and ask the guest to enter their name before joining.