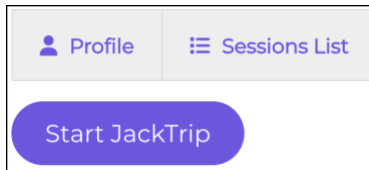


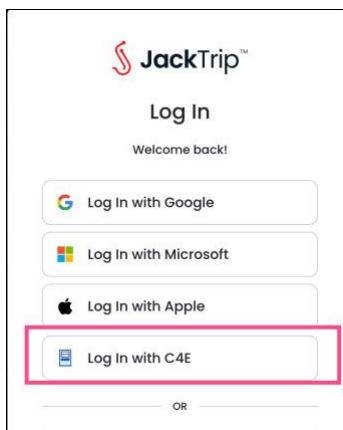
INSTRUCTIONS

To start a JackTrip session from [c4eStudio](#) mentor portal, login and then select **Start JackTrip** button.

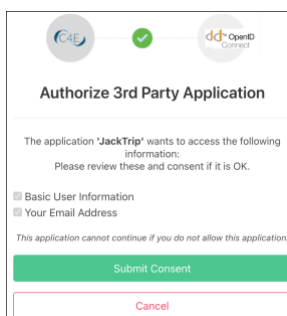


Note if you do not see the Start JackTrip button, we have not entered your URL links into your account yet, please email us at musicmentor.c4edu.com.

1. After you select Start JackTrip, if you are not already logged in to JackTrip, you will land on the JackTrip login page, choose **Log In with C4E**:



2. Submit Consent to use the 3rd party platform:



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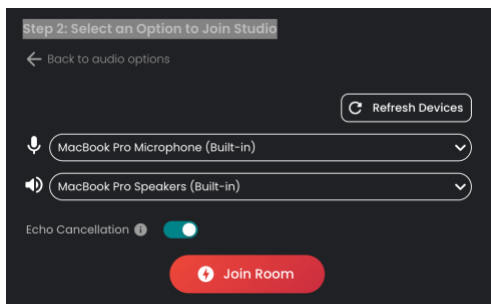
NOTE: Be patient, it takes a few minutes to set up the studio.

3. Choose either: Use **My Web Browser** or **Download Desktop**

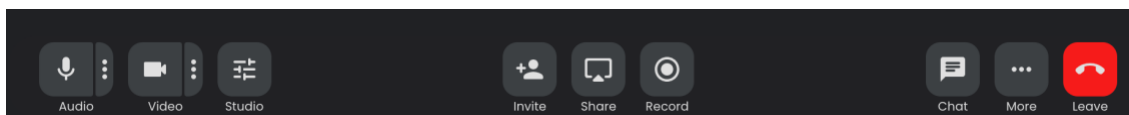
NOTE: downloading the desktop app will give you a better experience but you need a headset and be hard wired into the internet. That being said, the Web browser option is still a better experience than Zoom for musicians.

4. Choose your mic and the monitor you want to have sound come from

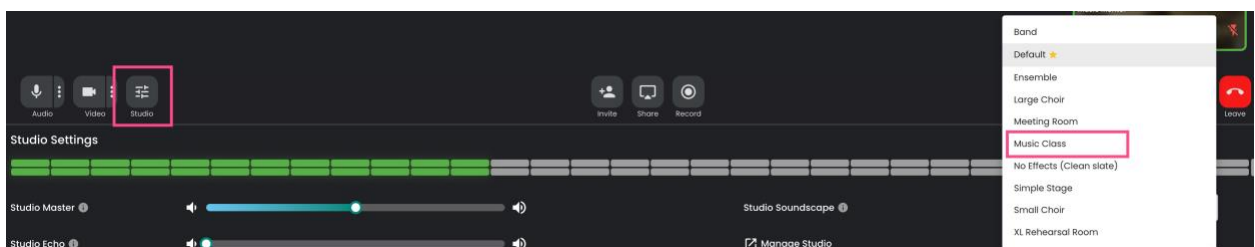
5. Select the **Join Room** button.



6. Once you're in the room, you will see the controls at the bottom of the screen (if you don't see them roll your mouse over the bottom of the screen - from left to right: Audio, Video, Studio, Invite, Share, Record, Chat, More and Leave

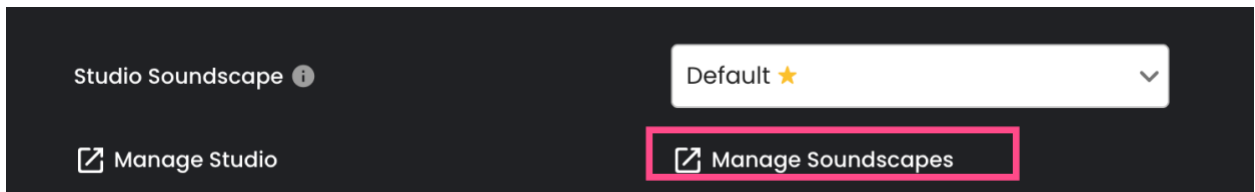


Recommendation: For better sound, select the **Studio** icon in the bottom left > Under Default, change the setting to **Music Class**:



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You can also go into **Manage Soundscapes** and you'll see a lot more audio setting options:



7. Students will receive the JackTrip Join link in their own Mentor Portal (they will have the choice of Zoom or JackTrip, **so you'll need to let them know which one to pick.**

NOTE: All students will receive the same Join URL so if you are running late with one of your students in the JackTrip studio, the next student could inadvertently enter the room. They will be able to see how many people are in the studio so you should let them know not to enter the studio until it is only you (you are DI in the picture below).

