

## **QUICK START GUIDE**

Your Portal to Personalized Communications



Welcome to PING! PING is your modern collaboration solution for anywhere, anytime, any device communication via voice, video, messaging and more. Included in this Guide you'll find how to quickly install and integrate PING for communication across all your devices. Clients for Windows, MacOS, Chrome browser, iOS, and Android are available.

1 Getting Started

There are multiple ways to access PING.



Access the client download software for Windows, Mac or Linux from our Resources Page: <a href="https://clearspancloud.com/software-and-applications/">https://clearspancloud.com/software-and-applications/</a>

PING Mobile Application

From your phone's browser, https://clearspancloud.com/software-and-applications/

Chrome Browser

Open Chrome and go directly to: <a href="https://uc.clearspanuc.com">https://uc.clearspanuc.com</a> to log in. No download required. (PING has been certified with Google Chrome. Other common browsers work but have not been certified.)

2 Activate Your Service

To activate your PING service, your initial login must be completed via a PING Desktop Application or via a Chrome Browser as listed above. **Do not attempt PING service activation via a PING Mobile application.** 

PING is a highly secure, end-to-end encrypted service. Carefully follow the activation steps below to ensure proper set up and security. The setup process for the desktop and browser versions are the same. Simply open the desktop client or click on the browser URL to display the sign in page to get started.

(Note: Running PING on both a desktop client and a Chrome browser on the same computer is <u>NOT</u> recommended as it may cause conflicts.)