

Cisco Jabber User Training

1. Launch the shortcut on your desktop.



2. Use UPN format of your username in this form:
username@domain.state.mo.us (domain will change to the current domain you are such as ads, bds, and cds) ex. craiga@bds.state.mo.us



3. Enter the password for logging into your computer. Check the box that says “Login Automatically”



4. Click Log In

5. Once logged in, select File, Options, and check the box to Automatically start Cisco Jabber when my computer starts.

