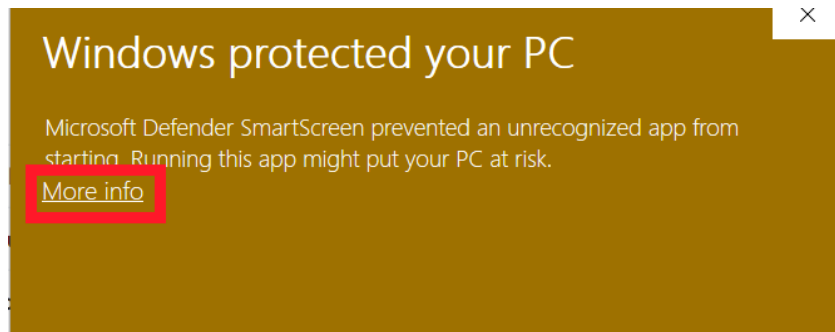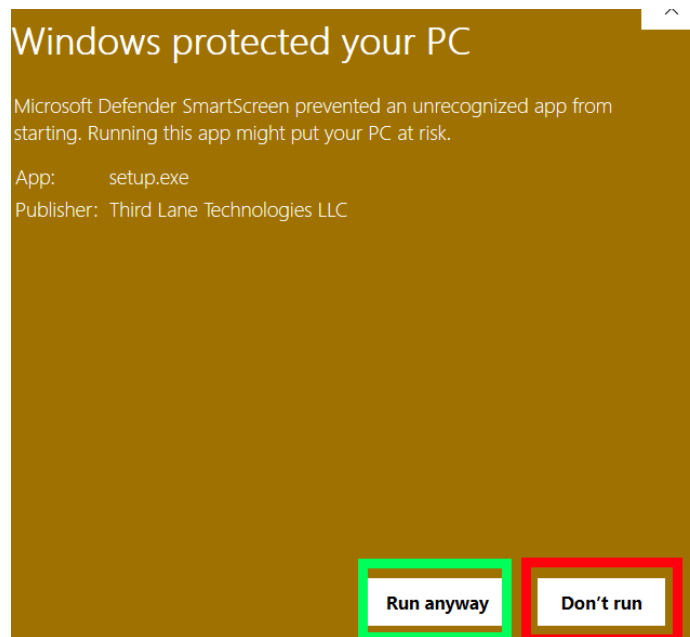# Connect Application
Installation Procedure (Windows)

The Connect Application is a Softphone application allowing you to use your computer as your office extension. The following procedure will be used to the installation and configuration of the extension.

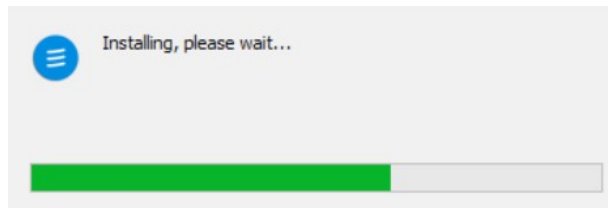First, download the Windows application from the following URL: [Connect for Windows](#)

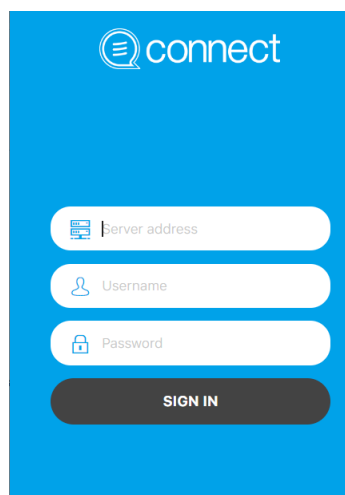Once downloaded, launch the file. You may be presented with the following pop up.

Click on the More Info section and verify that the publisher is the same as listed below. If it is, you may proceed and select "Run anyway" and continue the installation. If it is not, do not proceed and select "Don't run" and contact your administrator regarding this. Please provide a screenshot in this instance.
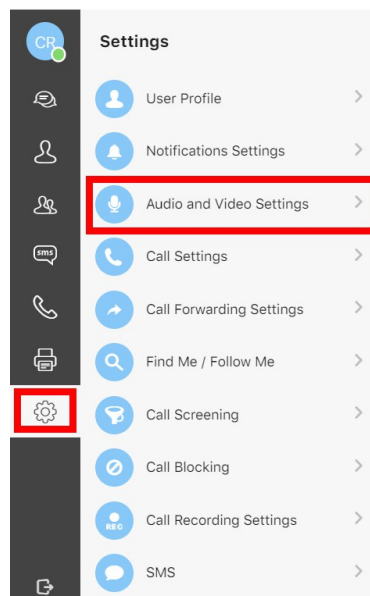
Wait until the installation process completes.

Once completed, the software will launch. Here you will enter the information to log into your extension. You will be provided this information in an email that was delivered to you. This will included the server address, the username and the password. Once you enter the password, you will be prompted to change the default password. Do not reuse existing passwords and use a mixture of case letters, numbers, and symbols of at least 8 characters. Do not use spaces.

Once logged in, go to the settings gear and select the Audio and Video Settings. Here you will select which device you will use for your speaker/headset, your microphone, as well as the notification sounds (ringing, etc.).

Select your appropriate devices. If the device is not listed and was not plugged in before launching connect, close the application, plug in the appropriate audio device and relaunch the application. Note: You will need to close the application from your systray as it will remain active if you simply minimize it.

You can test your configuration here as well. Once completed, select the Save option.

Audio and Video Settings

Call audio input source

Default - Microphone (Hi... ⌄

Video source

Front LifeCam (045e:07... ⌄

Call audio output destination

Default - Speakers (High... ⌄

Notifications audio output destination

Default - Speakers (High... ⌄

👁 Test configuration

🔔 Test notification

Save

You have now completed the installation of the softphone. See the additional documentation for instructions on how to use the softphone.