Change Your Energy.com

Live Class User Guide

1. What is Online Live Class? (p.2)
2. Equipment You'll Need (p.2)
3. Purchasing Your Membership (p.3)
4. Using Online Live Class (p.6)
5. Need More Help? (p.9)

1. What is Live Class?

Live Class on ChangeYourEnergy.com is an innovative program that gives you access to energy-changing classes from over 100 instructors. Live Class helps you stay healthy and balanced despite your busy schedule, with all of the benefits of in-person classes and all the convenience of home.

• Take classes wherever it's convenient for you. All you need is internet access.
• Have your questions answered during the class, by asking your instructor directly.
• The first 24 people to enter the virtual classroom can have visual interaction with your instructor for personalized guidance.
• Save money, compared to the cost of in-person classes—only $14.95 per month!
• Learn from over 100 instructors all around the United States in real time.
• Stream content from ChangeYourEnergy.com any time you want with your Live Class membership. Membership also allows you to participate in special webinars hosted by our most popular instructors, without any additional charge.

2. Equipment You'll Need

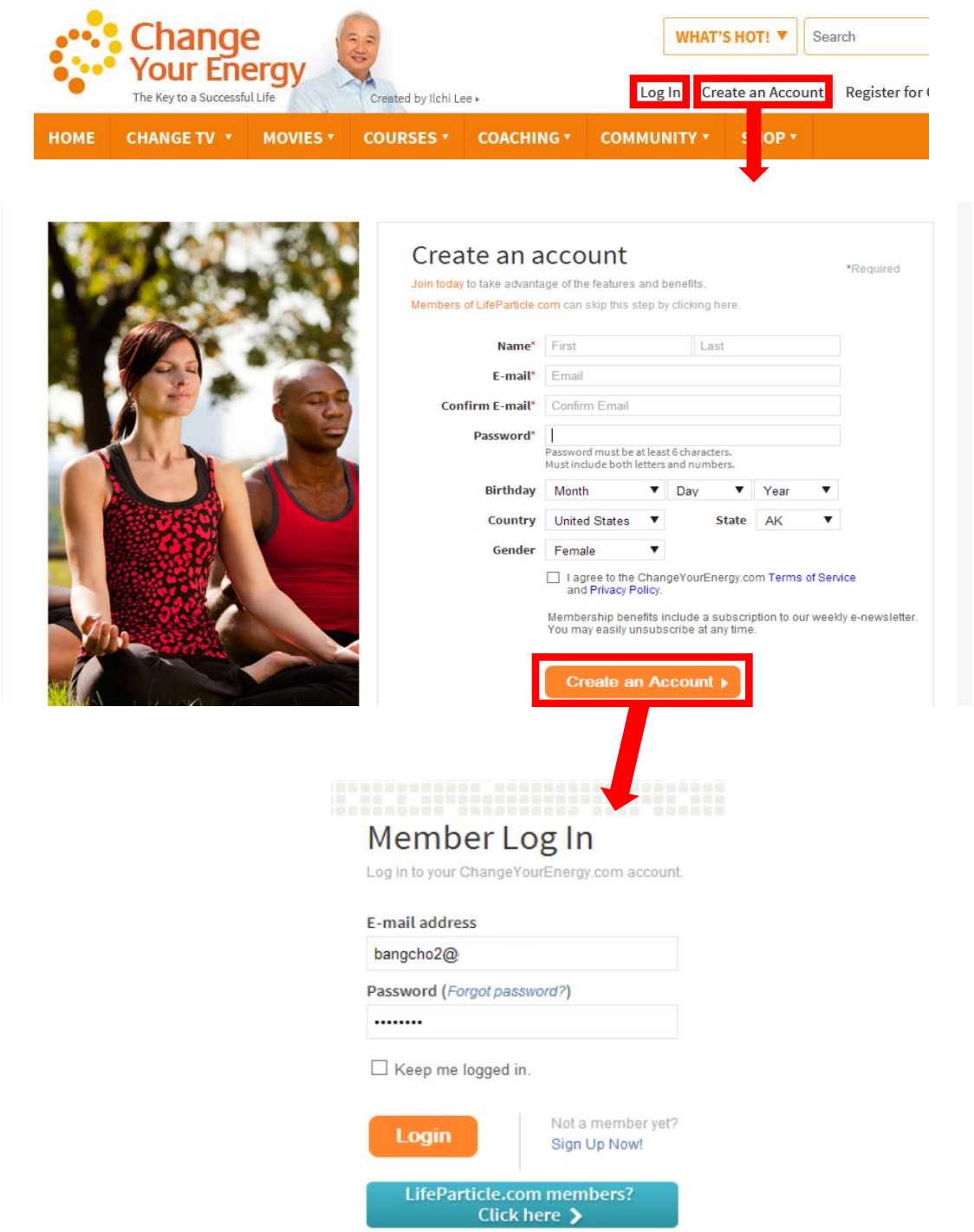
To get the most out of your Live Class, we recommend the following:

• Internet speed of 512kbps or higher
• A headset (with optional microphone)
• Mobile users must download the free, Adobe Connect application
• Please find a reasonably quiet place to practice to allow for better focus

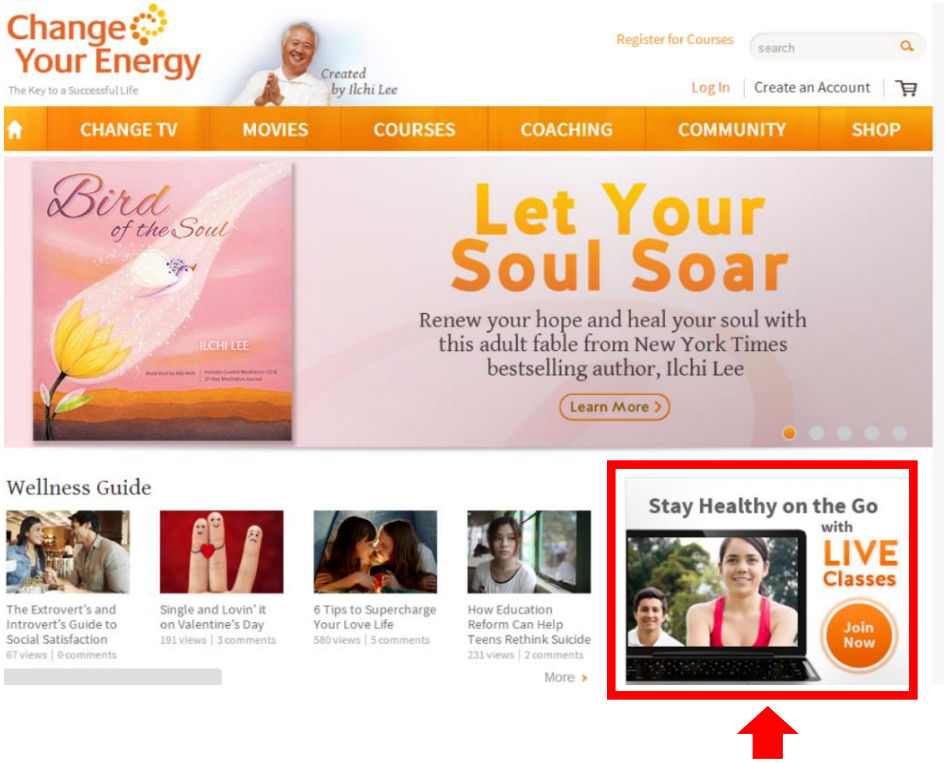
3. Purchasing Your Membership

To take advantage of the Live Class program, you must first purchase a Live Class membership.

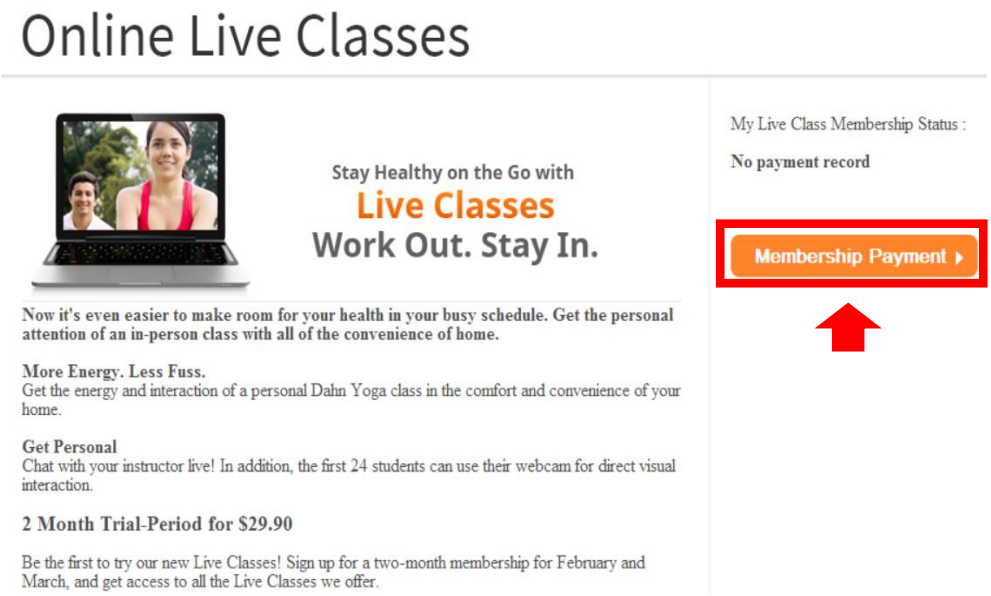
(1) Login to your existing account or create an account on ChangeYourEnergy.com.



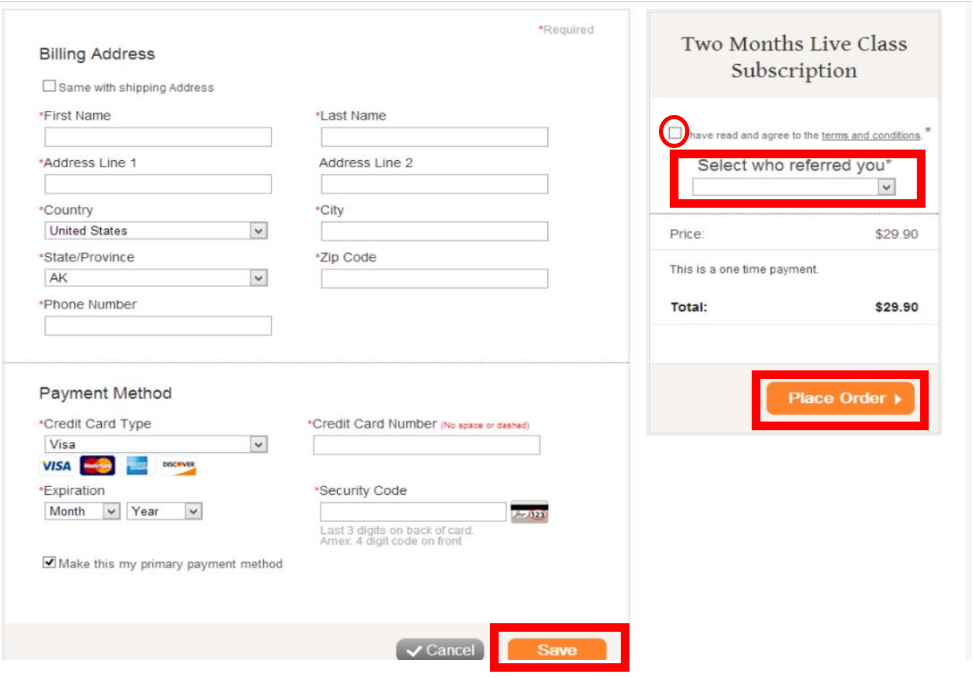
(2) After logging in, click the banner on the right side of the Homepage.



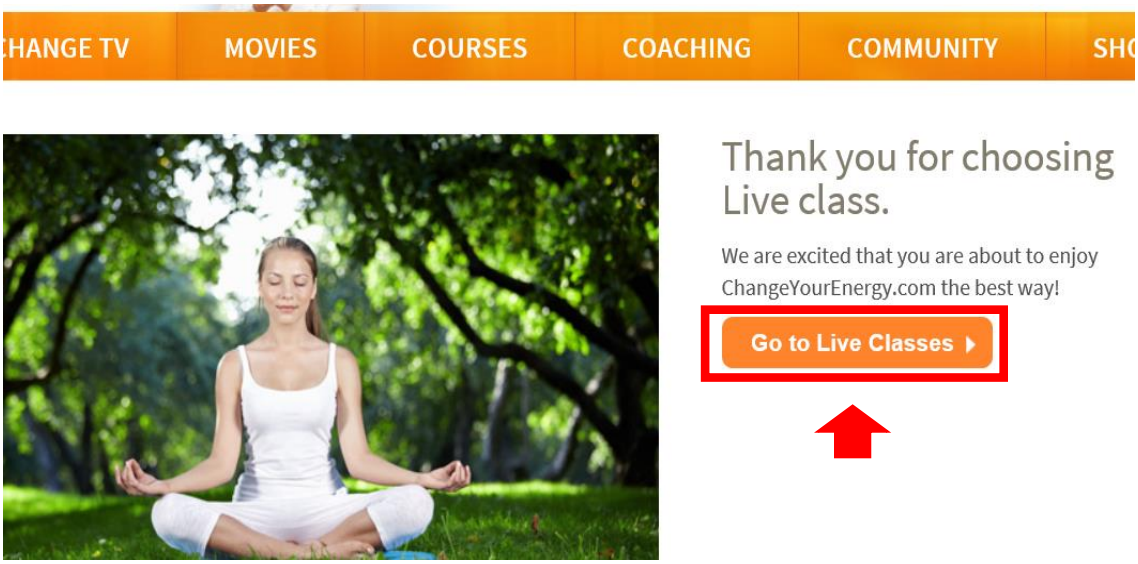
(3) Click the Membership Payment button on the right-hand side.



(4) To register, first fill out the payment form and click “Save.” Then check the box to agree with the Terms and Conditions, input the referral center, and click “Place Order.”

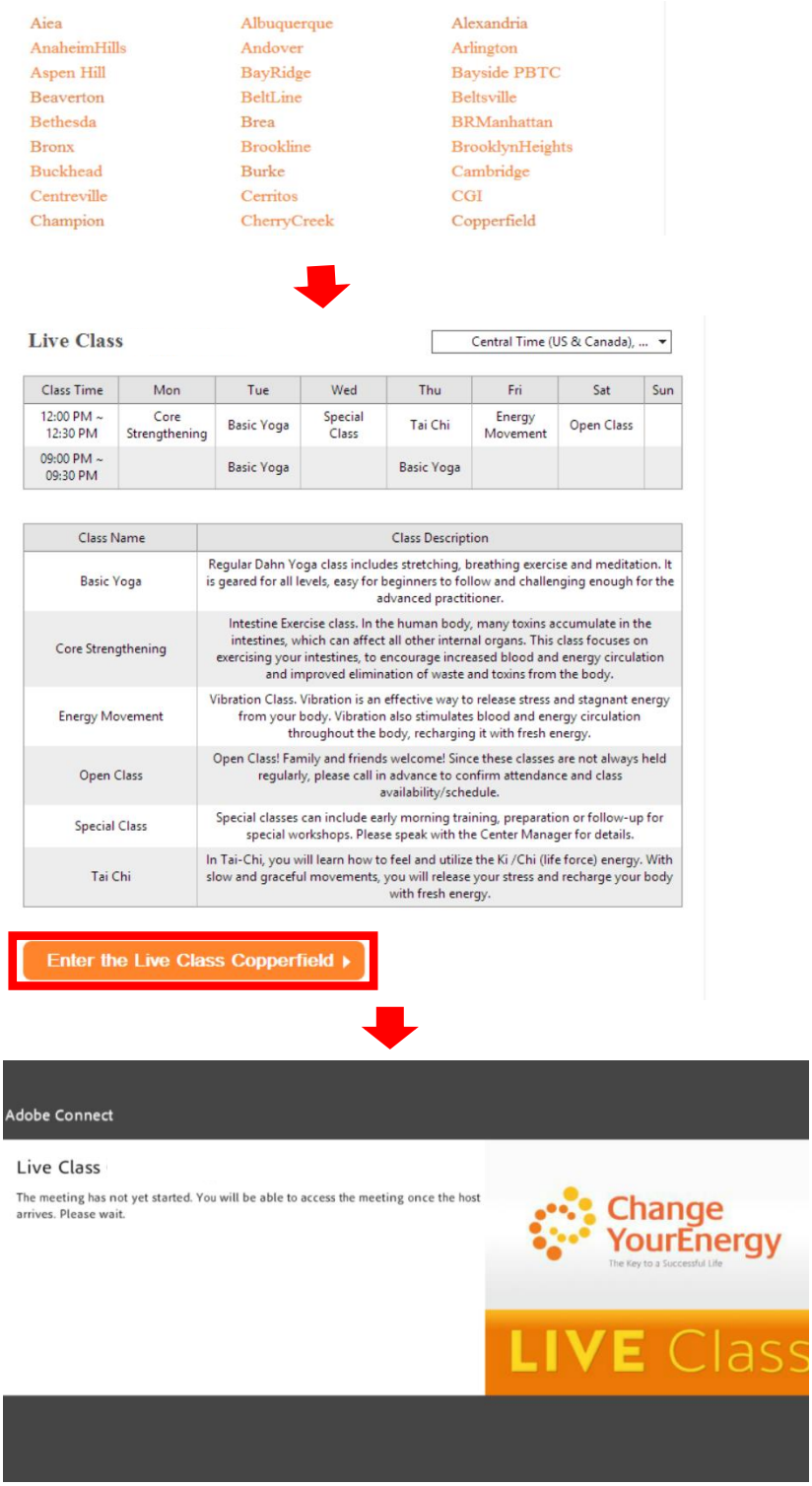


(5) Click the “Go to Live Classes” button after you complete the registration process.

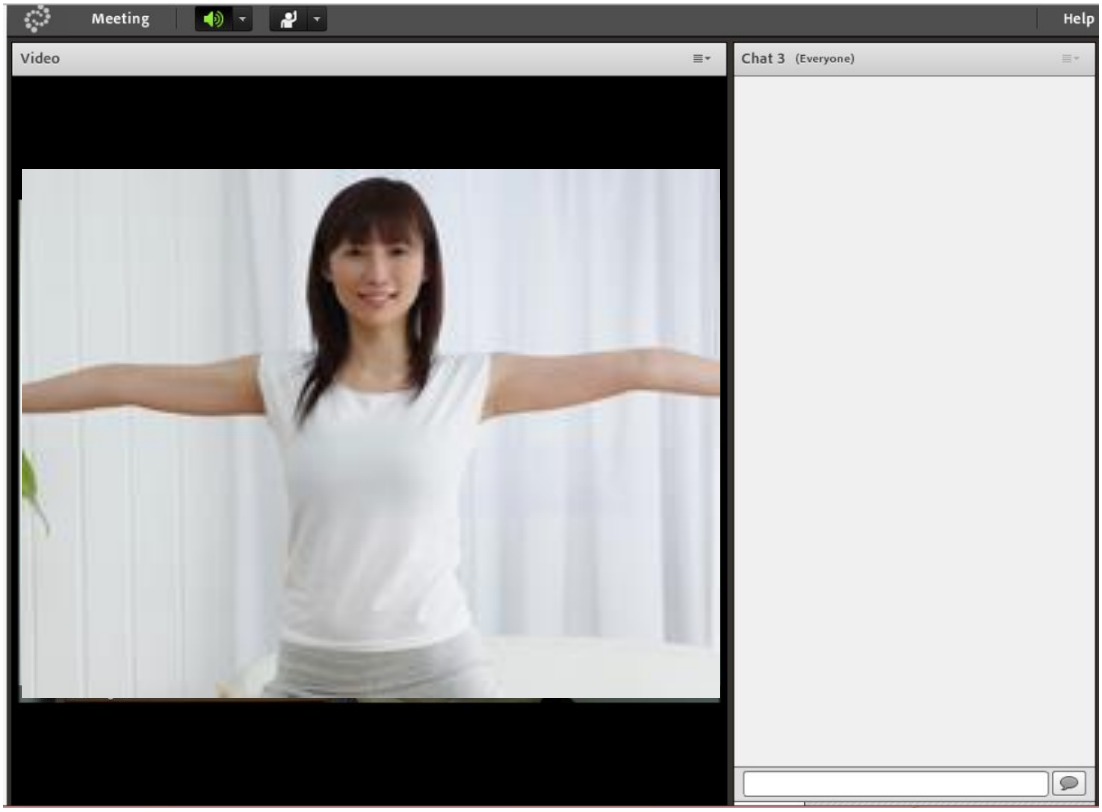


4. Using Online Live Class

(1) On the Live Class page, you can see a listing of all our online classrooms. You can click on any online classroom to see their Live Class schedules and information. If there is a class on air at that time, you can enter the class by clicking the "Enter Classroom" button on this page.



(2) When you enter the class, you may see a waiting screen such as the one below. You will be able to see and hear the instructor after you enter the virtual classroom.



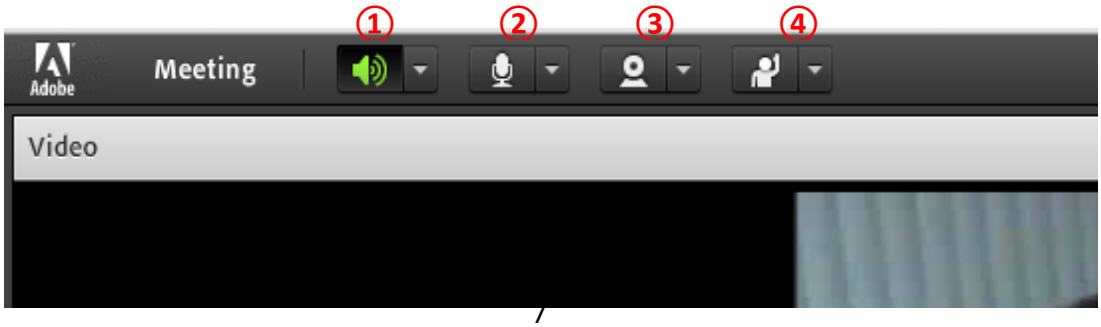
(3) When you first enter the classroom, you will see two icons (icons 1 and 4) on the upper part of screen. After your host enables your mic and webcam, you will see more two icons (icons 2 and 3).

① Instructor Audio (Green: On / Gray: Off) – Default

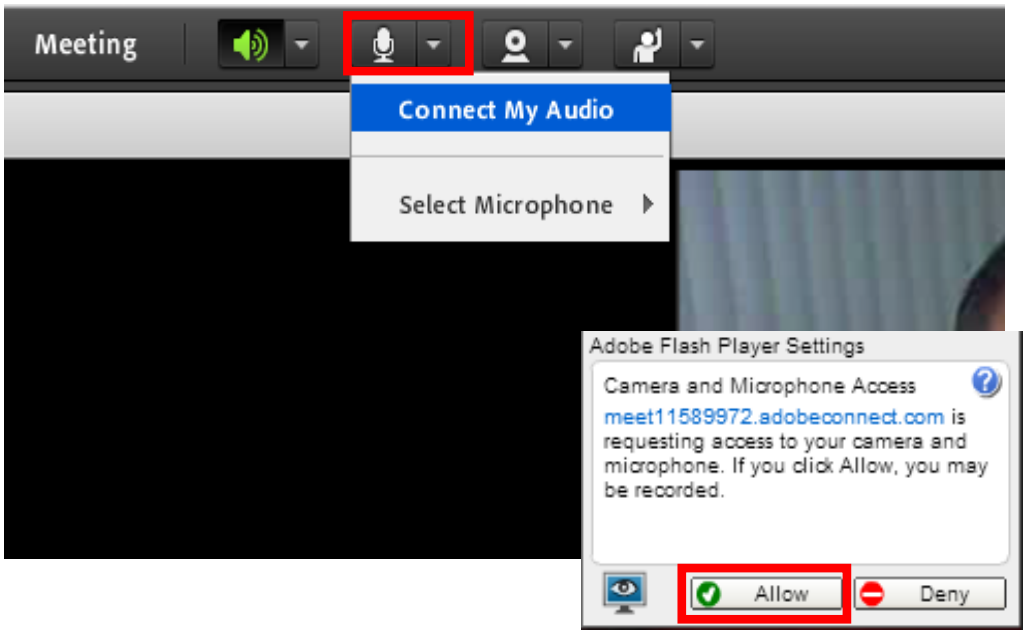
② User's Audio (Green: On / Gray: Off) – icon appears once enabled by instructor

③ User's Webcam (Green: On / Gray: Off) – icon appears once enabled by instructor

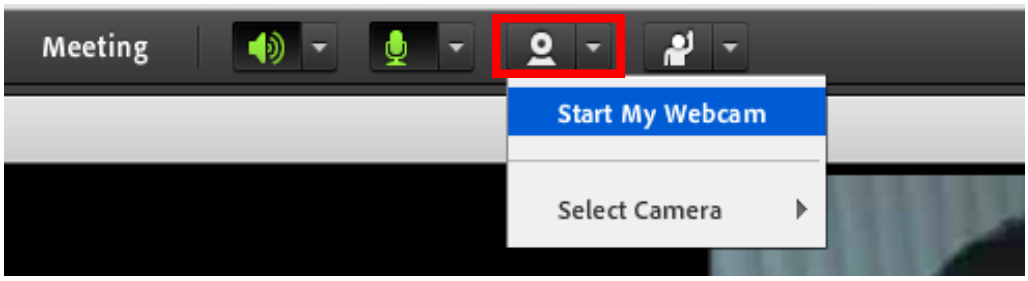
④ User's Communication Tool – Default

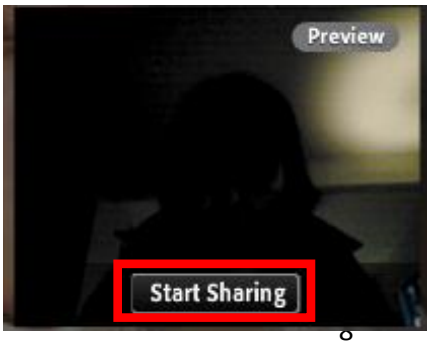


(4) To turn on your audio: Click the second icon from the left (icon 2) and then click "Connect My Audio." Please click "Allow" when the Adobe Flash Player Settings window pops up. The gray icon color will change to green when the audio is activated.

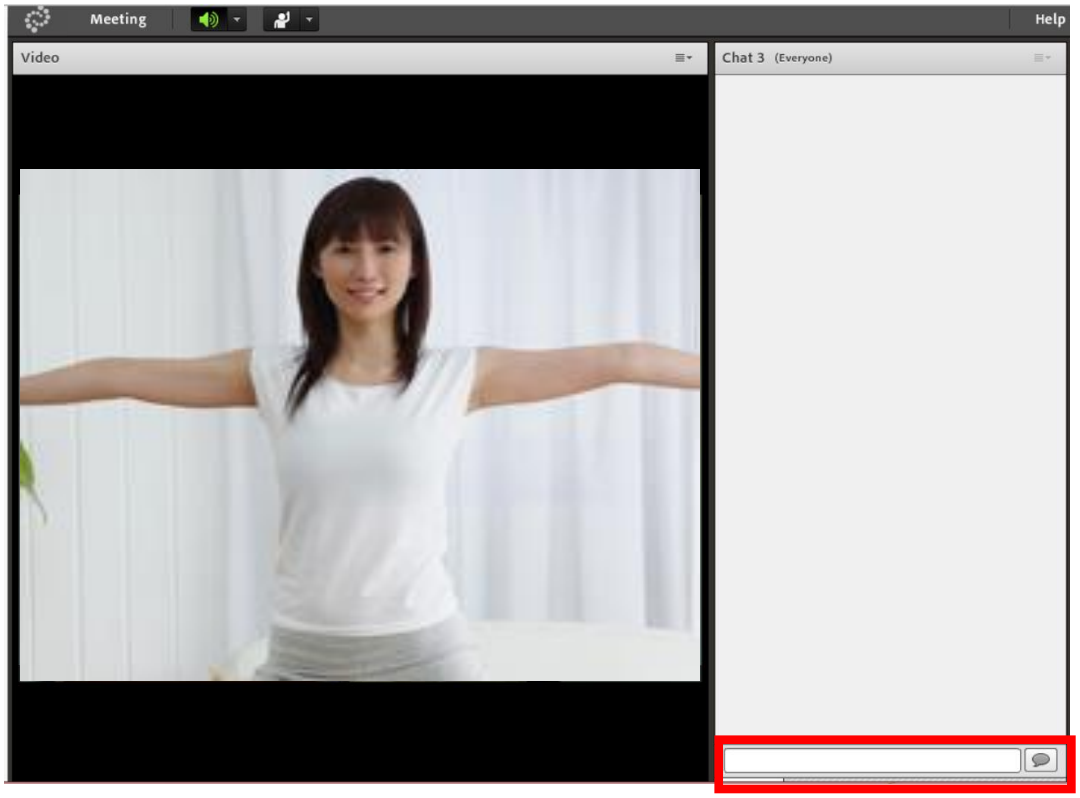


(5) To turn on your webcam: After clicking icon 3 (third icon from the left), click "Start My Webcam." Then a "Preview" screen will show. On that screen, click "Start Sharing." Then other people will be able to see you on their screen.





(6) If you have any questions during the class and want to communicate with others, you can use the Chat function. Type your comments in the text box at the bottom of the chat window and hit “Enter” to send it to the chat room. You will see the conversation in the large box above.



5. Need More Help?

The goal of the Online Live Class program is to give you the training you want on a schedule that works for you. If problems or concerns are interfering with your user experience, we want to know.

For comments and questions, contact: support@changeyourenergy.com