

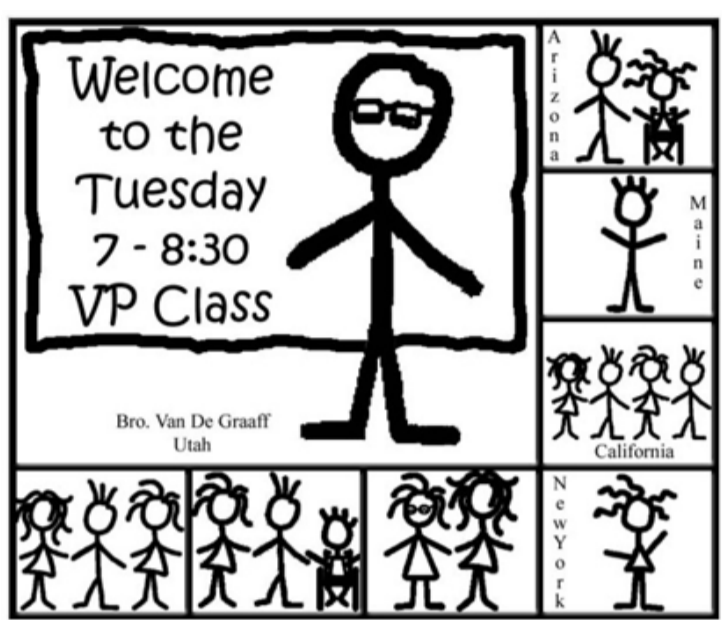
## Welcome to Institute!

### Dear Student,

Welcome to the Videophone Institute class! We hope that you will benefit from this experience.

A few things to remember for your class

1. Please check your Time Zone. All Classes are taught from the Mountain Time Zone (MST).
2. Please attend all class sessions.
3. Please submit your Public IP address by [clicking on this link](#) by noon. (Look at the bottom of the page for help finding your Public IP address.)
4. We will connect to your videophone 15 minutes before class begins.
5. Your classes will look like this. Please use a big TV, you can see the other students better.



6. Please keep background clear.
7. Please do not use the internet while participating in class.
8. Please try to limit distractions.

We look forward to a wonderful semester. Please remember, that your feedback is very important to this project. We would like to know how you feel about the class, and if it benefits you. Please contact me at anytime for further questions or concerns at [aslinstitute@ldscs.org](mailto:aslinstitute@ldscs.org).

Sincerely,

Nathan Van De Graaff

Coordinator; Seminaries/Institutes for the Deaf

Salt Lake Valley East Area

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Text Messaging: 801-879-9109

VP: (for deaf callers) 801-503-9590

VRS: (For Hearing Callers) 866-671-7778

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Please go to <http://spreadsheets.google.com/viewform?hl=en&formkey=dGxJUXVraUpEMmRCXzRWRWhkWHVaOGc6MA> to submit your Public IP Address.



To find your Public IP address...

Go to *Settings*



Then go to *Network*



Then go to *Public IP*



We need the Auto-detected Public IP

This number may change every few hours or every couple weeks. Make sure you submit it before every class.