



LLS Online Chat Log In Instructions:

- Once you click onto the following link, www.LLS.org/CLLChatLogin you will see this screen appear.

A screenshot of the LLS online chat login page. It features a white background with a red header bar at the top. The word "Login" is centered at the top. Below it are input fields for "Email" and "Password". A link for "Forgot password?" is positioned below the password field. There are two buttons: a grey "Sign Up" button and a red "Log In" button. Below these is a horizontal line with the word "or" in the center. At the bottom is a red button with a lock icon and the text "Enter as a guest".

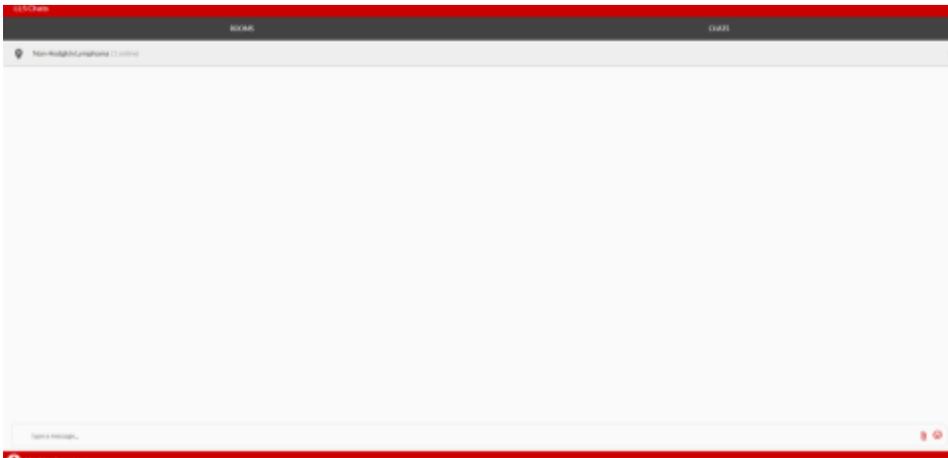
- Click onto **Enter as guest**. You will then see this screen. Please put in a Username. For confidentiality purposes you do not have to use your real name, but you may want to always utilize the same Username so other participants can recognize you.

A screenshot of the "Enter as Guest" screen. It has a white background with a red header bar at the top. The text "Enter as Guest" is centered at the top. Below it is an input field labeled "Username". At the bottom are two buttons: a grey "Cancel" button and a red "Join" button.

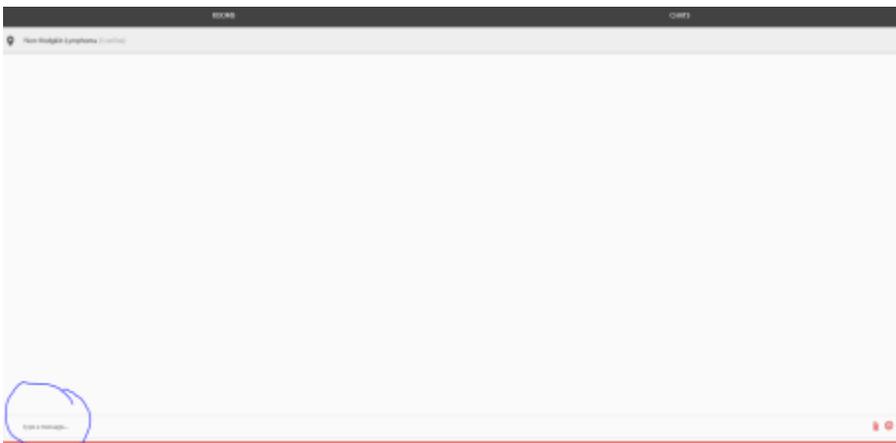
- You will then see a list of Chat Rooms on the left hand side. Choose the chat room you would like to participate in by double clicking onto the name of the Chat:



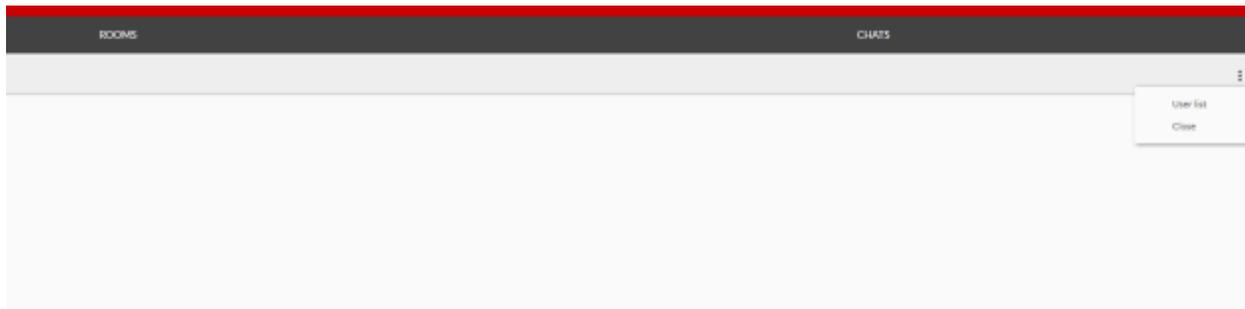
- Now you will see a screen with the name of your chat on the upper left hand side of the screen:



- To type a message, please utilize the bottom left hand corner, type in a message and then press ENTER. You are able to attach items by clicking onto the paper clip and following the instructions to attach a document/ picture. PLEASE NOTE: *No messages will be made public until the Moderator officially opens the chat room, so please wait until the Moderator signs on to input any messages. *Please refrain from posting a message before the chat begins as the moderator will not be able to see it.*



- Once you enter a message and hit ENTER, you will see your Post, but no one else in the chat room will see your post until the Moderator processes it. You will see a black question mark (?) next to your post. When the question mark disappears, the moderator has pushed through your post, making it visible to everyone in the chat room.
- To request a private chat with the Moderator, please click onto the three black dots on the upper right hand corner, Select User List and when the User List appears on the left hand side of your screen click onto the Moderator's name.



- If you have any technical issues or questions, please email ChatAssist@LLS.org or call 1-800-955-4572 to speak with an Information Specialist.