

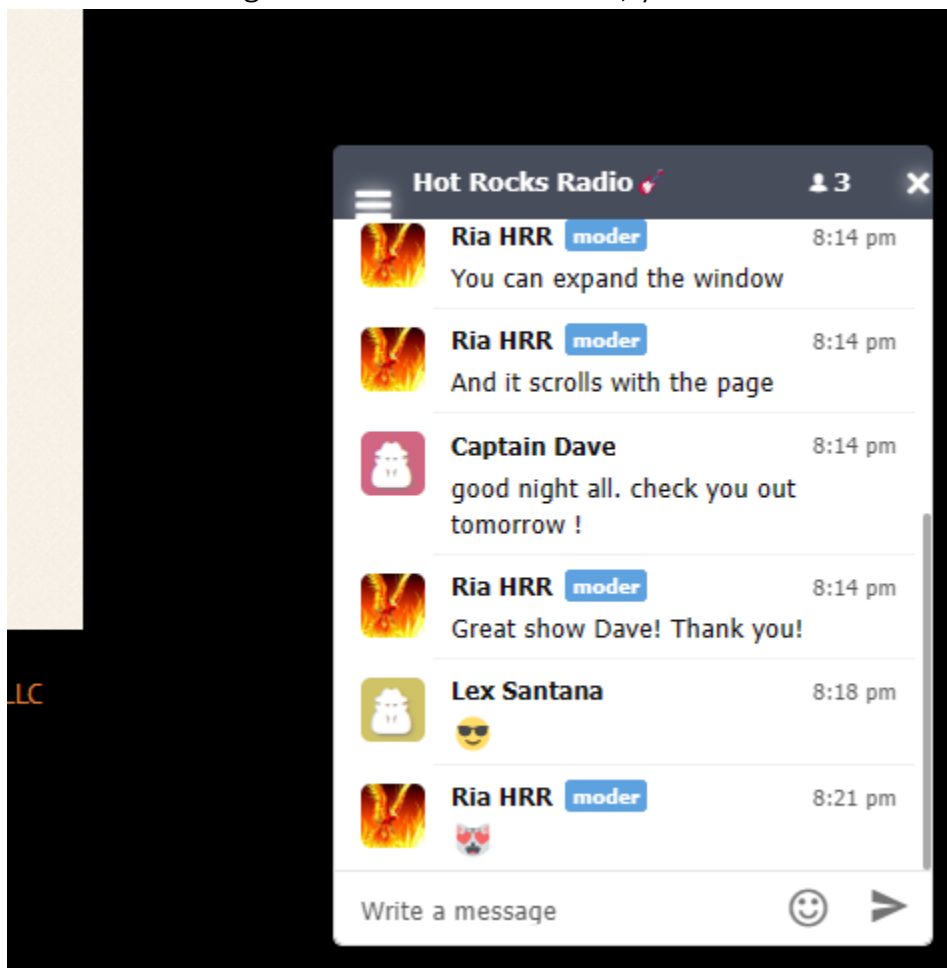


New Chat Box

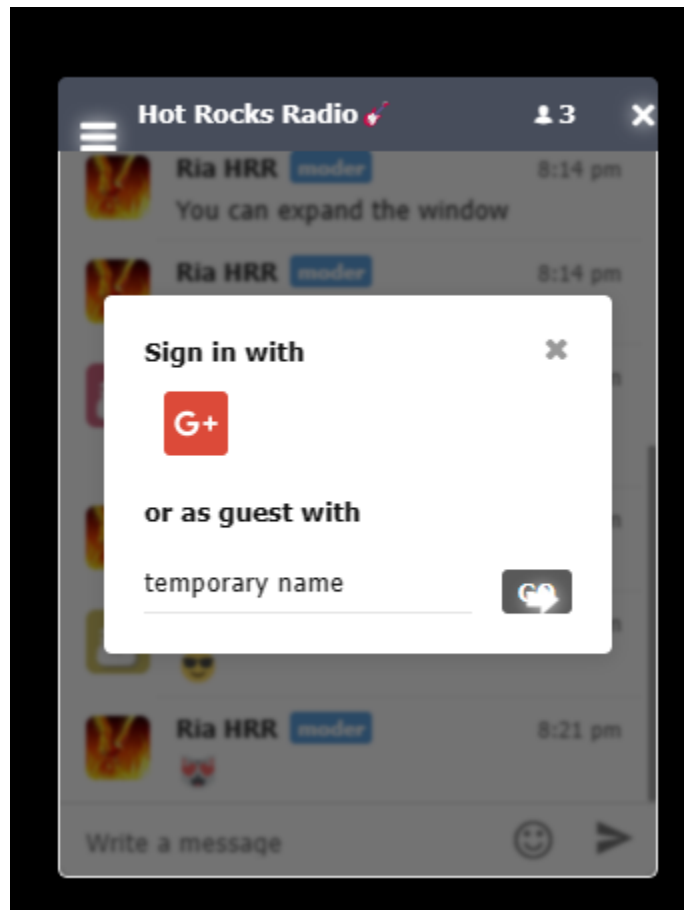
January, 2024

We have a new chat box system. It is simple, sleek, and secure. While it may lack some functionality from the old system, it also comes with some great changes.

1. In the bottom right corner of the website, you will see the new system.



2. To begin using the chat box, click on the 3 white bars in the top, left corner. Then click on Sign In



3. You can automatically sign in with an existing Google/Gmail account. A secondary option is to sign in with a temporary name.
4. This system comes equipped with emojis.
5. If you wish to have an avatar or profile picture shown, like mine reflected in the screen shots, you will need to add your desired photo to your Google/Gmail account. This system will synchronize your photo to it, without carrying forward any additional personal information. As a temporary user, your name will automatically be assigned a default avatar/photo.
6. The chat box can be expanded by clicking and dragging an edge.

7. The chat box can be moved to any area of the page.
8. The chat box will load automatically on any page of the website but will reload to the bottom right corner of the page.
9. The chat box will scroll along with the page.
10. If the X in the top right corner is clicked on, the chat box will close. It can be reopened by selecting the icon that will show in the bottom right corner.



11. Click on the gray box to reopen it.

Please contact us with any questions or issues you may have in using this new system.

Thank you,

HRR Management