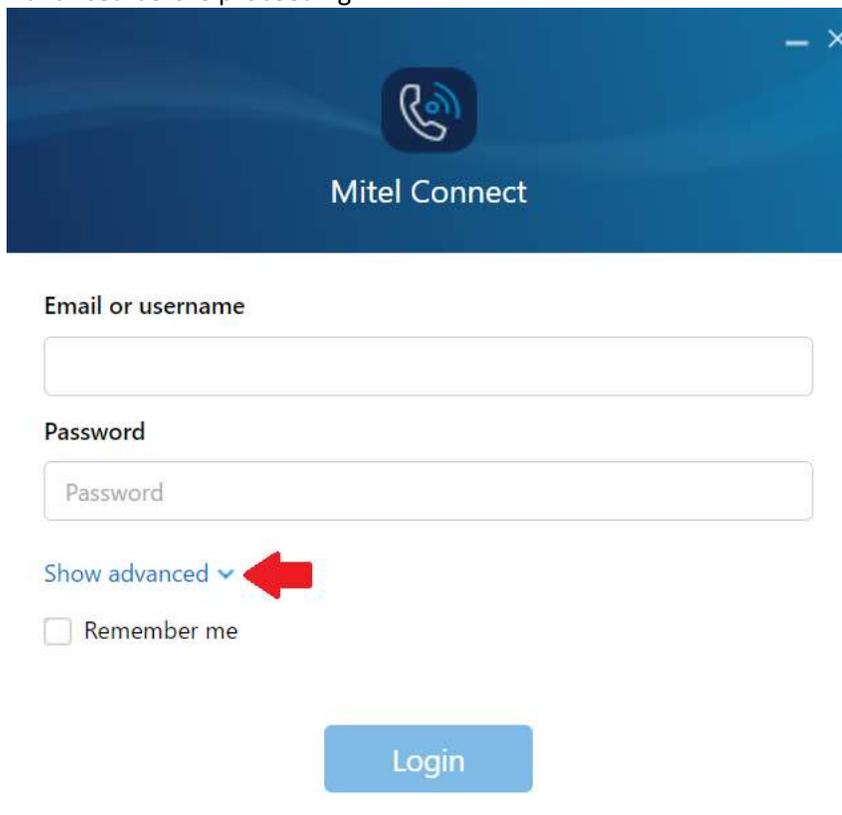# Mitel Connect Login Setup

This document provides instruction on the Mitel Connect Client setup. The next few pages will outline the steps necessary to login to begin using your software.

1. Once the blue, *Mitel* Connect icon appears on your desk top, double click the icon to begin first time setup.

2.
3. You will see the following splash screen and be prompted to login for the first time. Click **Show Advanced** before proceeding

4.
5. The window will expand to show more information.

6.
7. Enter your **username** in the correct field as the example above shows
8. Enter your **password** in the correct field. You will be prompted to change this in a moment
9. Confirm your company's **Server** IP with your company's IT Department. (10.1.7.7 is an example)
10. Click the check box **Remember me** to save this information
11. Click **Login**