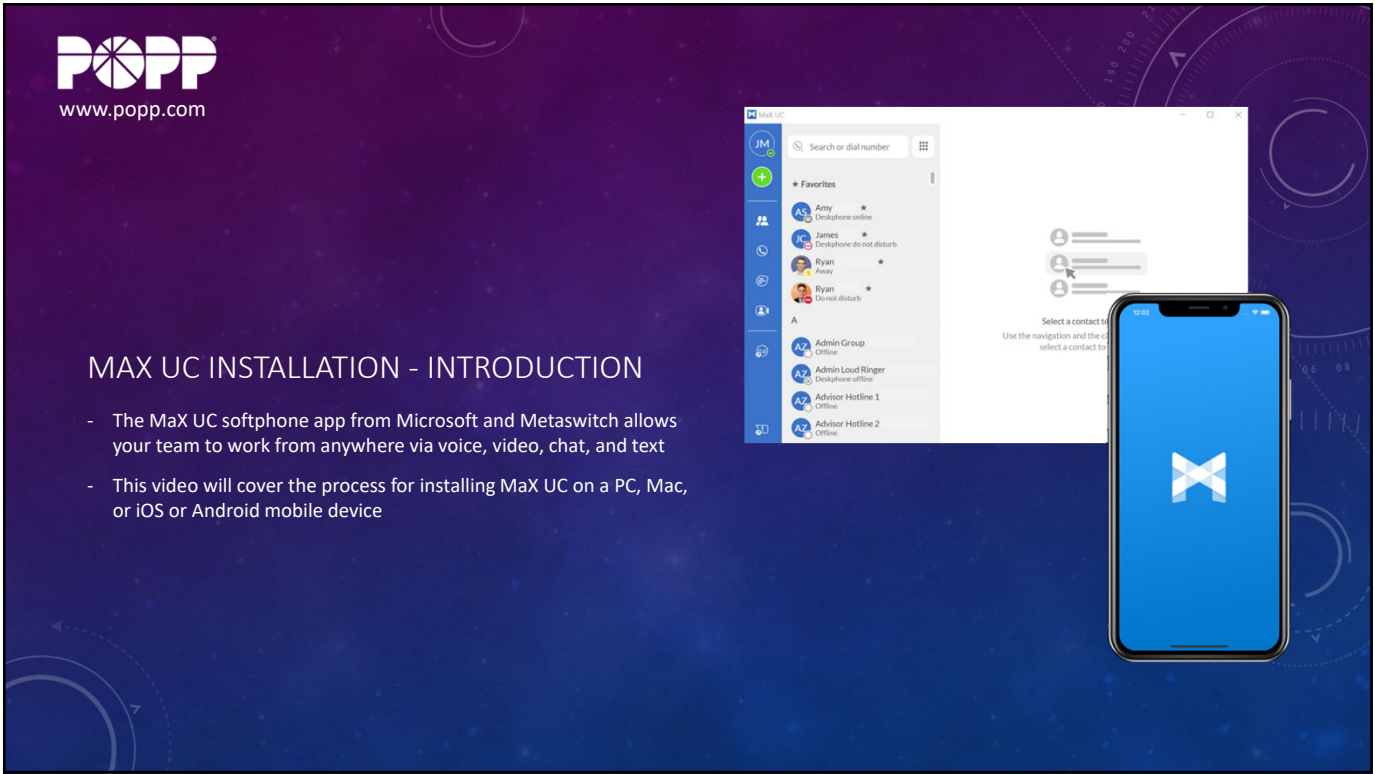





1



2

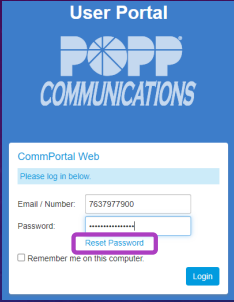


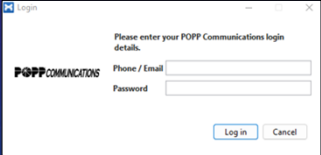
www.popp.com

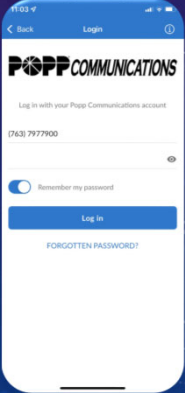
# MAX UC INSTALLATION - INTRODUCTION

- You will need:
  - Administrator rights (to install the app on your computer)
  - Login credentials for the User Portal (portal.popp.com):
    - Phone: 10-digit direct inward dial number
    - Password provided by your System Administrator (or use the Reset Password link)
    - These login credentials are used to login to MaX UC

## User Portal







3




www.popp.com

# MAX UC INSTALLATION

PART 1 – INSTALL MAX UC DESKTOP

4



www.popp.com


### MAX UC INSTALLATION

#### PART 1 – INSTALL MAX UC DESKTOP

To install MaX UC Desktop on a PC or Mac:

- Log in to the User Portal at <http://portal.popp.com>
- Click on [Downloads] at the bottom of the screen

### User Portal



CommPortal Web

Please log in below:

Email / Number:

Password:

[Reset Password](#)

☐ Remember me on this computer.

[Login](#)

#### Personal Details

[Joy Murphy](#)  
[Technology](#)  
[Admin](#)  
[Devices](#)  
[Allocated Licenses](#)


#### Security

[Change Password](#)  
[Change Call Services PIN](#)  
[Configure Account Email](#) ⓘ  
[Change Voicemail PIN](#)

#### Support

[Help](#)  
[Downloads](#)  
[Send Feedback](#)

5



www.popp.com

### MAX UC INSTALLATION


#### PART 1 – INSTALL MAX UC DESKTOP

- Click [View Apps]
- Select the download for [Windows] or [Mac OS] depending on your computer's operating system

### CommPortal. A better way to stay Connected


All of your devices can now work together in a single system that's convenient, practical and easy to use.

[View Apps](#)



On your Computer...

Desktop features are discreet and always available when you need them.



On your Mobile / Tablet...

Take your desktop features with you, wherever you go.

[OK](#)

#### Summary

- Computer
  - MaX UC**
  - Meeting - Outlook Plugin
- Mobile / Tablet

#### Apps on your Computer

MaX UC

Download the MaX UC application to use all the features of your CommPortal account ⓘ


[Windows 10 ⓘ](#)

[Windows 10 \(msi\)](#)

[macOS \(10.13+\)](#)

Once you have successfully installed the app, click this link to log in more easily:

[Log in to MaX UC](#)




[OK](#)

6

POPP.com, Inc. All rights reserved

3





www.popp.com

## MAX UC INSTALLATION

### PART 1 – INSTALL MAX UC DESKTOP

- Click [Run] to download and open the MaX UC Setup Wizard
- Complete the Setup Wizard screens by clicking [Next] on each screen

Open File - Security Warning

Do you want to run this file?

Name: C:\Users\jmurphy\Downloads\maxuc.exe

Publisher: [Metaswitch Networks Ltd](#)


Type: Application

From: C:\Users\jmurphy\Downloads\maxuc.exe

Run

Cancel

☒ Always ask before opening this file



While files from the Internet can be useful, this file type can potentially harm your computer. Only run software from publishers you trust.  
[What's the risk?](#)

MaX UC Setup

Welcome to the MaX UC Setup Wizard

The Setup Wizard will install MaX UC on your computer. Click Next to continue or Cancel to exit the Setup Wizard.

This software is developed by: Metaswitch Networks

The homepage is at: <http://www.metaswitch.com/>


Powered by jtsi.org

Back

Next

Cancel

7



www.popp.com

## MAX UC INSTALLATION

### PART 1 – INSTALL MAX UC DESKTOP

- Click [Install] to install MaX UC and add the icon to your desktop
- If you do not have administrator rights, contact your system administrator for assistance
- Once installed, click [Finish] to complete the wizard and launch MaX UC

Note: If you do not see the option to download the app, please have an authorized contact person call POPP at 763-797-7900 to have this added to your User account. Additional charges may apply.

MaX UC Setup

Ready to install MaX UC

Click Install to begin the installation. Click Back to review or change any of your installation settings. Click Cancel to exit the wizard.

Back

Install

Cancel

MaX UC Setup

Completed the MaX UC Setup Wizard

Click the Finish button to exit the Setup Wizard.


☒ Launch MaX UC

Back

Finish

Cancel

8



www.popp.com


### MAX UC INSTALLATION

#### PART 1 – INSTALL MAX UC DESKTOP

- Click [Log in manually]
- Select [POPP] as your service provider and click [OK]

MaX UC  
2.32.12.16422

Welcome




Welcome to MaX UC  
If you have a login link, go and click it now for easier access.

I have a login link

Log in manually

Service Provider Selection

Please select your service provider.




POPP Communications

OK

Cancel

9



www.popp.com


### MAX UC INSTALLATION

#### PART 1 – INSTALL MAX UC DESKTOP

- Enter your [Phone] and [Password] and click [Log in]
- Check the box to [accept the terms], then click [Accept]

Login

Please enter your POPP Communications login details.



Phone / Email

Password

Log in

Cancel

End User Licence Agreement

**MaX UC End User License Agreement ("Agreement")**

Please read this Agreement carefully before installing or using MaX UC (the "Product"). There are a few important points that we need to emphasize:

**Important Points**


- THE PRODUCT IS NOT INTENDED, DESIGNED OR FIT FOR ACCESS TO EMERGENCY SERVICES. There are important differences between traditional telephone services and the Product. It is your responsibility to obtain, separately from the Product, traditional wireless (mobile) or fixed line telephone services that offer access to emergency services. The Product is not a replacement for your primary telephone service.
- THE AGREEMENT CONTAINS A BINDING ARBITRATION CLAUSE AND CLASS ACTION WAIVER IN SECTION 9 THAT AFFECTS YOUR RIGHT TO RESOLVE A DISPUTE WITH METASWITCH.
- IN SOME LOCATIONS THERE MAY BE RESTRICTIONS ON YOUR USE OF THE PRODUCT OR FEATURES OR FUNCTIONS PROVIDED BY THE PRODUCT. It is your responsibility to

☒ I accept the terms

Accept

Cancel


10

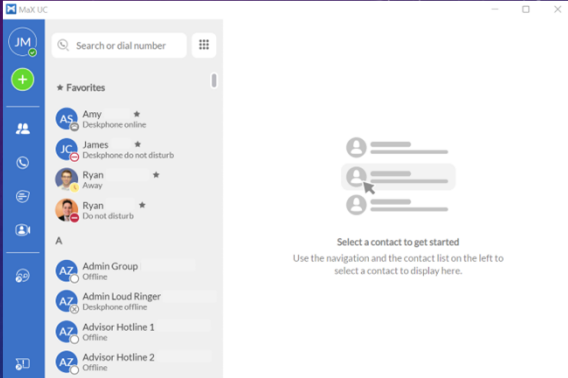


www.popp.com


### MAX UC INSTALLATION

#### PART 1 – INSTALL MAX UC DESKTOP

- MaX UC has been successfully installed and will open on your screen
- Going forward, you can open MaX UC by double-clicking on the icon on your desktop
- You may also pin the app to your taskbar 



11




www.popp.com

### UP NEXT:

#### PART 2 – INSTALL MAX UC MOBILE

For more training videos, visit [www.popp.com/support](http://www.popp.com/support)

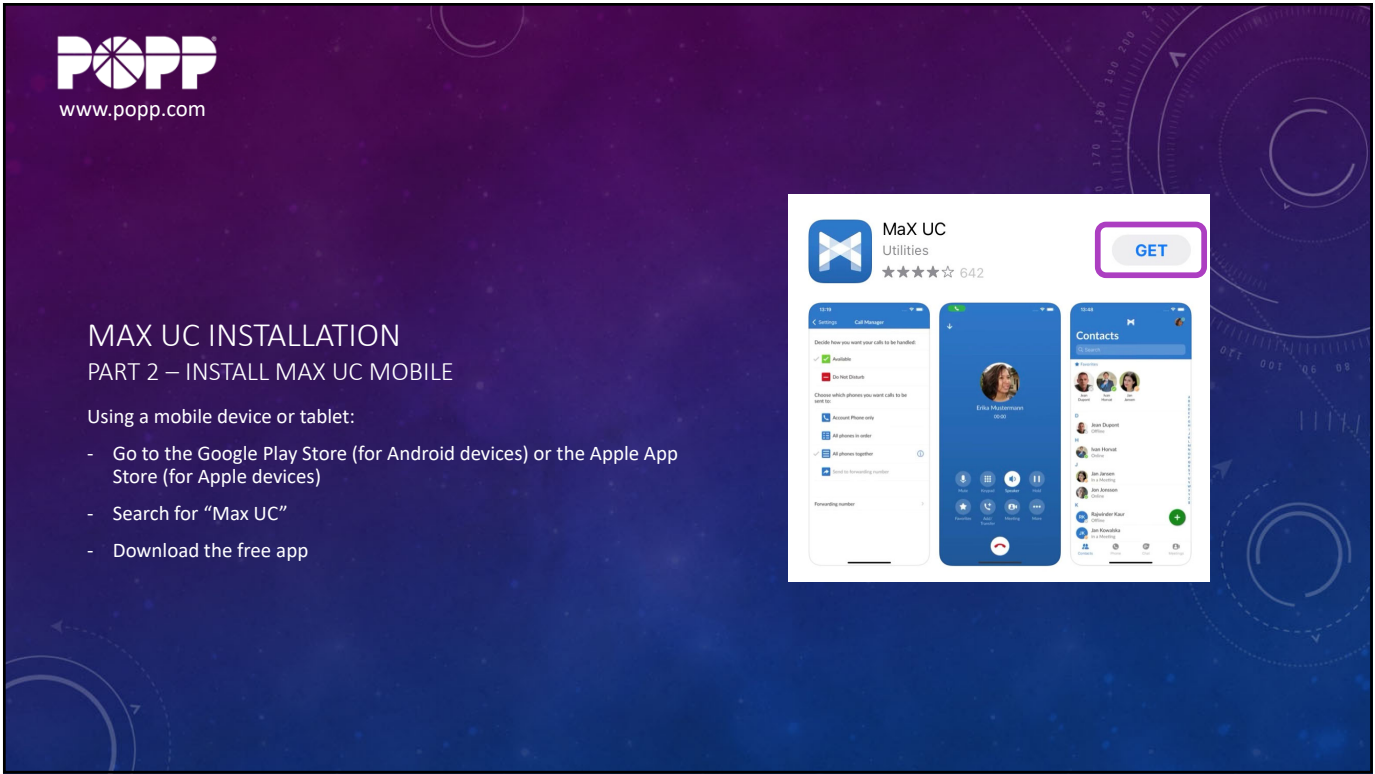


12

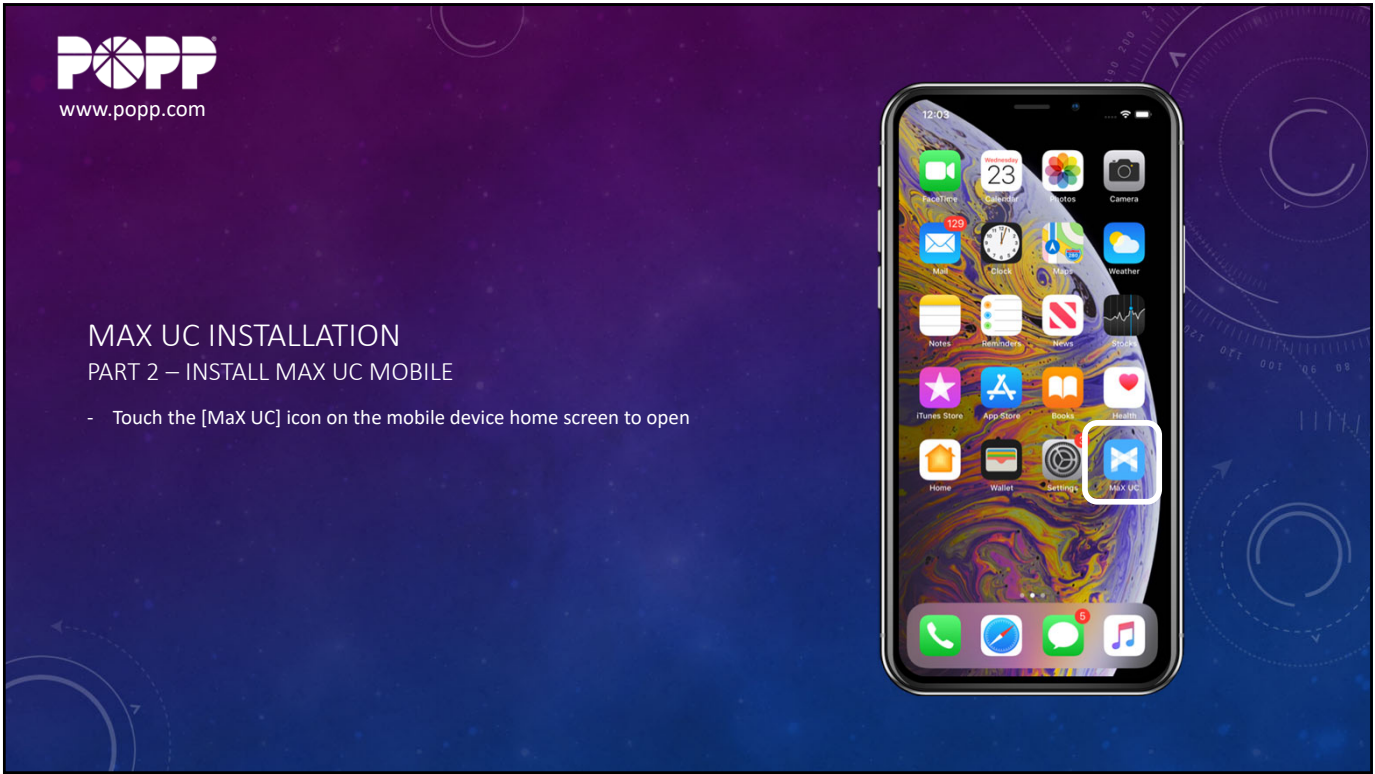




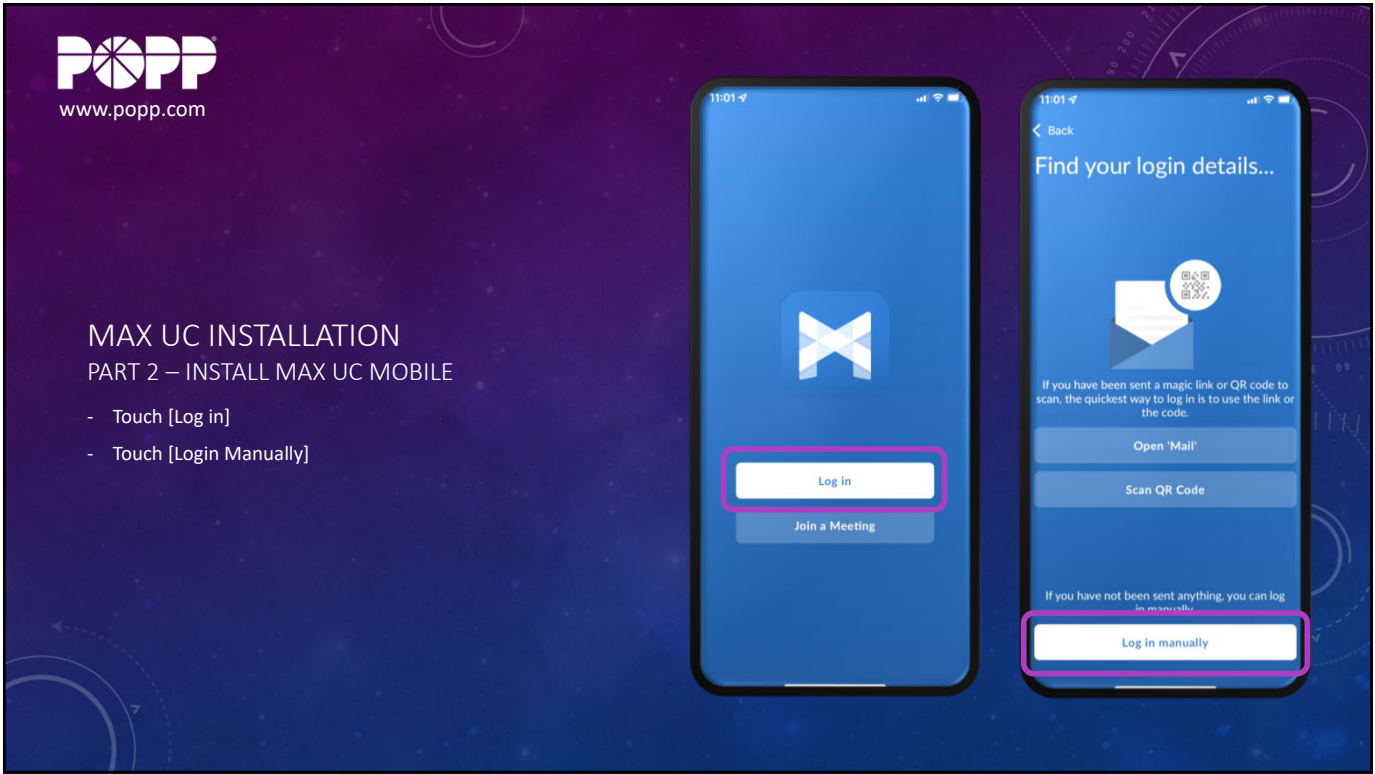
13



14




15



16



  
www.popp.com

MAX UC INSTALLATION

PART 2 – INSTALL MAX UC MOBILE

- Select [POPP Communications] as the Carrier
- Touch [Accept and Continue] to agree to the terms of use

11:02

Choose Carrier

POPP

Cancel

POPP Communications

11:02

Terms of Use

By continuing, you are agreeing to both the MaX UC and the Popp Communications terms of use.

Allow incoming calls

Allow outgoing calls


View MaX UC terms of use

View Popp Communications terms of use

MaX UC cannot be used for emergency calling.

Accept & Continue

17

  
www.popp.com

MAX UC INSTALLATION

PART 2 – INSTALL MAX UC MOBILE

- Enter your login information and touch [Log in]

11:03

Login

POPP COMMUNICATIONS

Log in with your Popp Communications account

(763) 7977900

Remember my password


Log in

FORGOTTEN PASSWORD?

18

POPP.com, Inc. All rights reserved

9

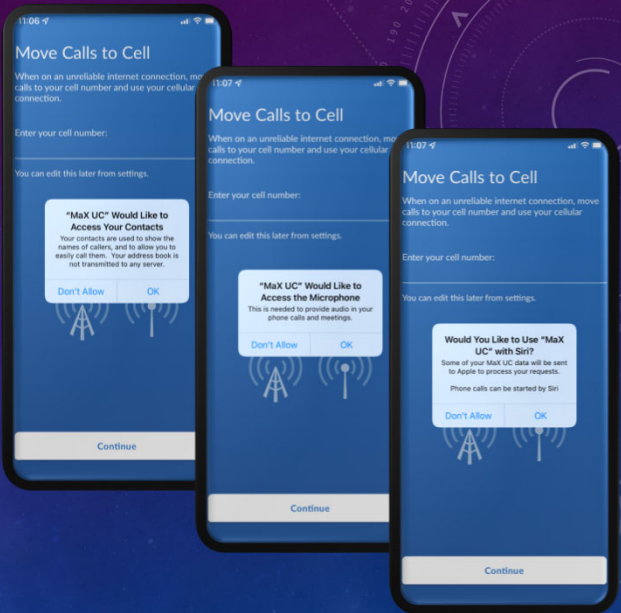


www.popp.com


### MAX UC INSTALLATION

#### PART 2 – INSTALL MAX UC MOBILE

- Touch [OK] when prompted for each setting



19



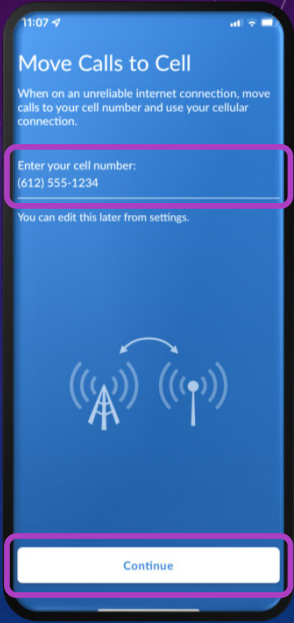
www.popp.com

### MAX UC INSTALLATION

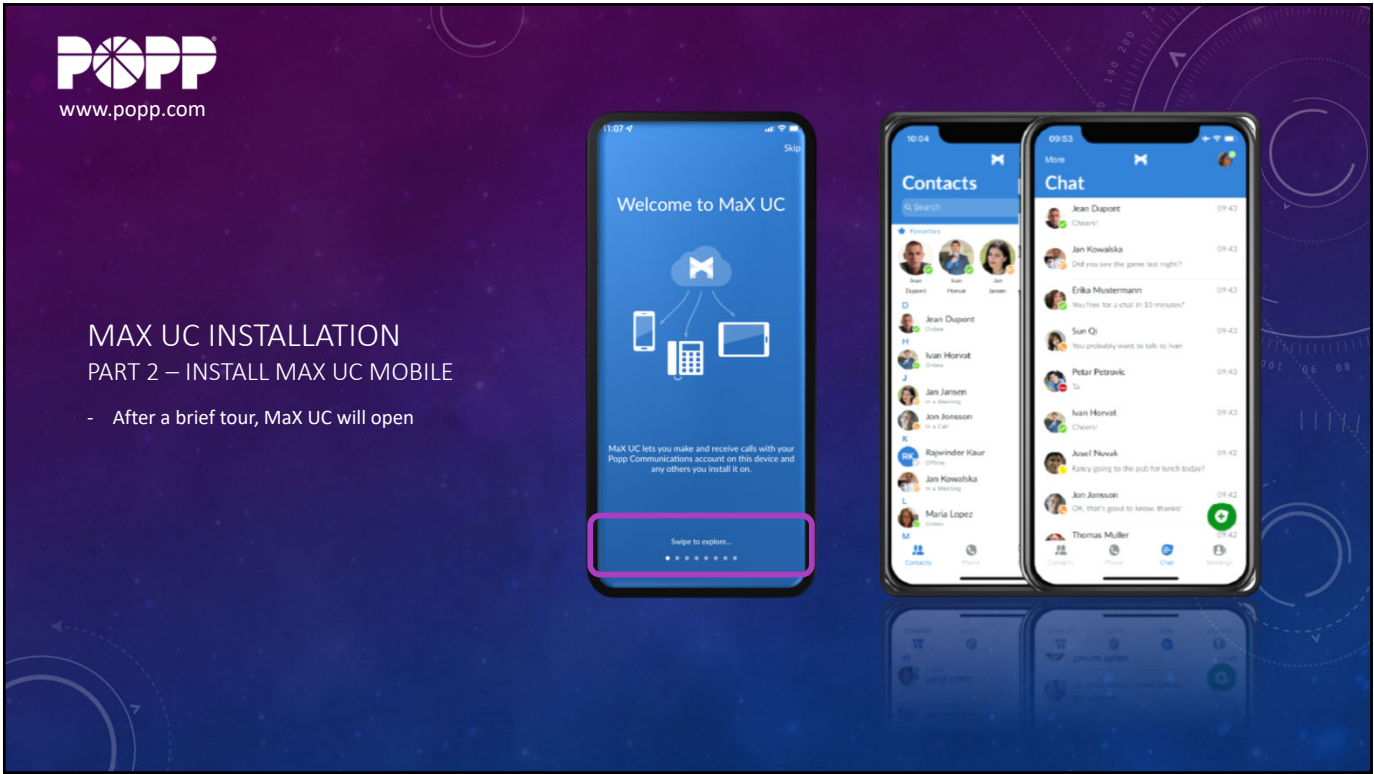
#### PART 2 – INSTALL MAX UC MOBILE

To enable MaX UC to move calls to your cell number and use your cellular connection:

- Enter your [10-digit mobile number] and touch [Continue]



20



21



22