

Greetings Amazon candidate!

What is Amazon Chime?

Amazon Chime is the video conferencing software that you will be using to connect to your interview with Amazon! Please note, Chime can run on your Windows or Mac computer, i-OS and Android.

How to Download and Install Amazon Chime:

- Navigate to <https://chime.aws/download/> and click on the **Download** button beneath the operating system that you will be using.

Notes

- Chime for web supports voice only (no video yet available); this is the same for all mobile devices with the exception of the Apple iPad.
- Don't be alarmed by the "30-Day Trial for New Customers" verbiage. This does not apply to you as the meeting is being hosted by Amazon.
- Click **Save** to save the file to your Downloads folder.
- Navigate to your **Downloads** folder and open the downloaded file. The next steps may differ, depending on your operating system:

Windows Users:

- Navigate to your **Start** menu, and select **Computer**. Locate and select the **Downloads** folder
- Double-click on the Chime.exe software file
- In the pop-up window, click **Run** and the Installer should launch
- Follow the Installer prompts and click **Install**.
- Once the Installer has completed, click **Finish**
- To launch Chime, navigate to your **Start** menu, type "Chime" into the search box, and double-click on the Amazon Chime icon when it shows up

Mac Users:

- From your **Downloads** folder, double-click on the Amazon Chime software file
- In the new window, drag and drop the Amazon Chime icon into the Applications folder
- Double-click on the **Applications** folder and navigate to "Amazon Chime" in the list. Double-click to launch the program
 - ❖ If you encounter a message saying "Amazon Chime can't be opened because the identity of the developer cannot be confirmed," click "OK" and follow the steps below:
 - Navigate the following path: Apple icon (top left) > **System Preferences** > **Security & Privacy**
 - Under the **General** tab, you can select "**Anywhere**" under the "**Allow apps downloaded from:**" section. At this point you will be able to open Biba
 - You may also be presented with an option to "Open Anyway", so you don't have to change your download preferences.

How to Use Amazon Chime:

Once you have downloaded and installed Amazon Chime, you will be able to join your interview!

- Open up the Amazon Chime application
- ***THERE IS NO NEED TO SIGN IN***
- Click on the **Join Meeting** button
 - Enter the Meeting ID that was provided by your Recruiting Coordinator into the **Meeting ID** field
 - Type your first and last name in the **Your name** field
 - Click **Join**
 - ❖ In the **Choose Meeting Audio** window that pops up, click **Use Mic & Speakers**
 - ❖ Click **Start Webcam** and you are in conference!

Questions? Please see the Amazon Chime FAQs- <https://chime.aws/faq/>