Instructions: Scheduling in OTNhub

1. Open your web browser and go to www.otnhub.ca

2. Login using your ONE-ID (firstname.lastname@oneid.on.ca) or OTN Credentials (firstname.lastname@uhn.ca)
3. Click the **Video Conference** button at the bottom of the screen.

4. Click the **Connect to...** button.
5. Slide the slider to **Guest Via OTNInvite**

6. Enter patient’s name and email, then select the clinician
7. Click **Schedule for Later**

8. Enter the Date & Time, then click the green **Schedule** button

**Having Trouble?** Contact UHN Telehealth Tech Support at 416-340-4887 or after-hours OTN Tech Support at 1-855-654-0888