Video Conference

Mike Johnstone - 2025-08-31 - Web App

Video Conference

Our web application offers a video conferencing service, enabling you to conduct meetings with individuals either within your company's directory or external contacts.
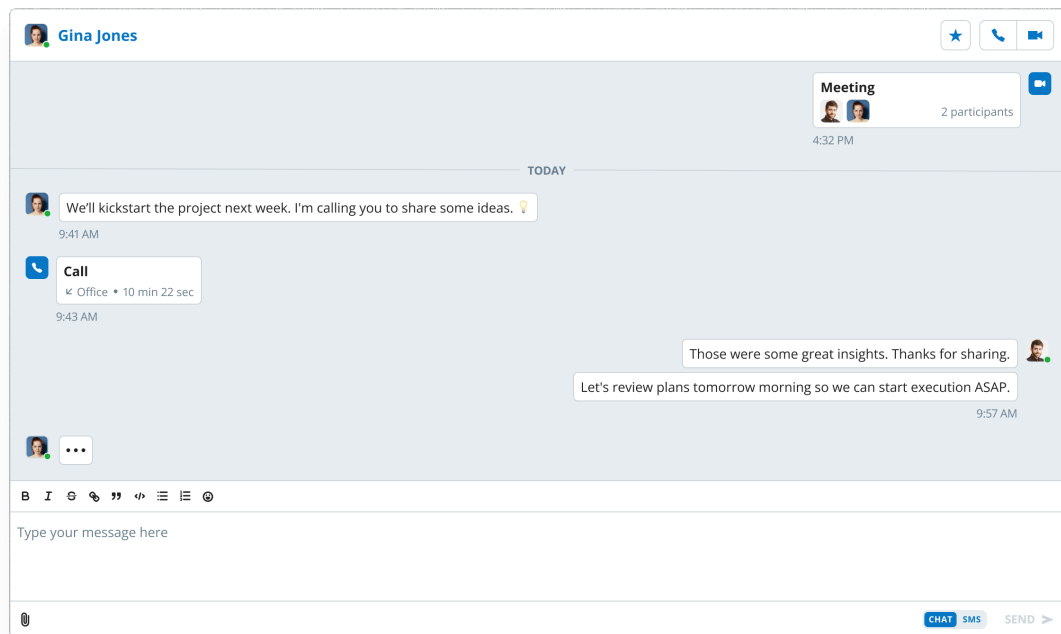
To initiate a video conference with individuals outside your company:

1. Log in to the app.

2. Navigate to the main page and click on the video conference button.

3. In the dialogue box, copy the generated meeting room link to share as needed.

4. Alternatively, share the link via email using various platforms such as your default mail, Google, Outlook, or Yahoo!

5. Alternatively, add to the calendar via email using Google or Outlook Calendar.

To start a Video Conference with contacts from your directory:

1. Access the sidebar.

2. Select your desired directory contact or group.

3. Once on the chat page, click on the video conference button to send a meeting invite.

Presence for Video Conference

The Presence for Video Conference feature allows you to check the availability status of your contacts in the directory, specifically indicating when they are in a meeting.

Activity `2`

Starred

Ashley Graham 📞

Carlton Mathis

Gina Jones

Terry Hurst 🎥

Spaces

Dev Team

Marketing Team

Party Planners `4`

Team Building

Groups

Brian, Gina

Carlton, Patrici... `1`

Gina, Terry

Contacts

+ Import Contacts

Directory

Ashley Graham

Brian Parker 📞

Carlton Mathis

Gina Jones

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