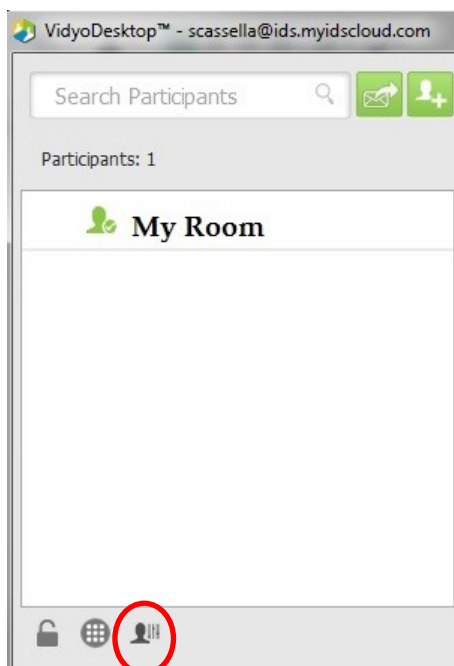


IDVP Quick Tip: Controlling Your Meeting Room

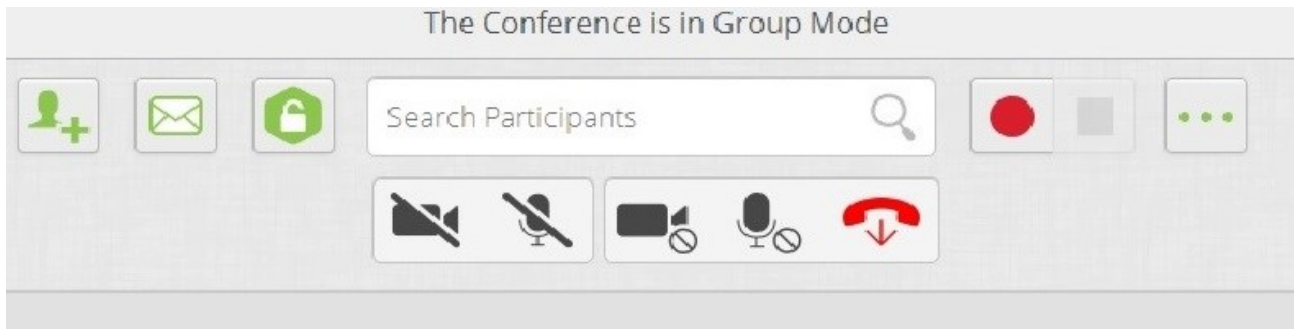
There may be times during a call that you need to control the attendees participation. This can be accomplished by using the different features of the Control Meeting page.

From the Control Meeting page you can do things such as add or remove participants, mute and unmute all microphones and lock your room.

Once your meeting is in session click on the Show Participants tab to access your Control Meeting page.




From here you will be able to control all functions of your meeting.




To Control All Participants

Click  to disable video on all participants' cameras without allowing them to re-enable it.


Click  to disable video on all participants' cameras while allowing them to re-enable it.


Click  to mute audio on all participants' microphones without allowing them to re-enable it.


Click  to mute audio on all participants' microphones while allowing them to re-enable it.

Click  to disconnect all participants from your meeting room.

To Control Individual Participants

Click  to disable video on the selected participant's camera without allowing that participant to re-enable it.

Click  to mute audio on the selected participant's microphone without allowing that participant to re-enable it.

Click  to disconnect the selected participant from your meeting room.

If you or any of your team members and/or clients have questions about controlling your meeting room do not hesitate to contact us. We would be more than happy to assist you.

IDVP Help Desk Contact Information

Lite Basic Users can email questions: ldvpsupport@e-idsolutions.com

Lite Intermediate, Pro and Plus Users have access to our toll-free number
877-774-3526

Account and Adoption Services

Users with account questions, looking to place test calls, training requests or contract upgrades can contact:

Sandy Cassella
IDVP Adoption Services Specialist
scassella@e-idsolutions.com
203-980-6169

We would like to thank you for choosing IDSolutions and we look forward to our continued relationship.

Kind Regards,

Your IDVideoPhone Support Team

