

VidyoConnect™ for Meeting Organizers

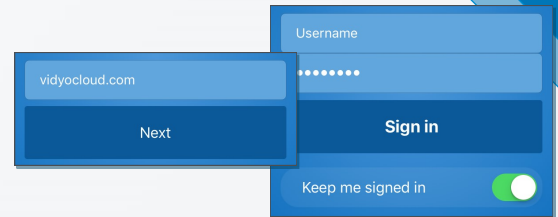


GET READY

What is Required? A mobile device, earbuds & network connection (Wi-Fi preferred). Data rates apply.

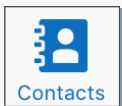
First-time users: Download the VidyoConnect application from the [Android](#) or [iOS](#) app store.

1. Enter your portal URL ([domain.vidyocloud.com](#)). Click **Next**.
2. Enter your username & password. Click **Sign in**.



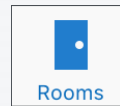
Access settings (camera & mic defaults), external (non-Vidyo) dial-out, and logout of the app.

GET SET



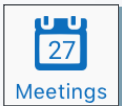
Access & add contacts to favorites

- View frequent contacts
- Place a direct call to contacts



Access & create collaboration rooms

- Add frequent rooms to your room list
- Schedule meetings in your rooms



Schedule Vidyo® enabled meetings

- Vidyo invite opens in your calendar
- Invitees can join by clicking the link



Search contacts or collaboration rooms

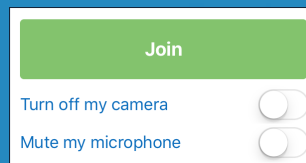
- Filter by contact or room
- Add contacts or rooms as favorites

GO!

Join via Calendar: Click the room link in your invite. A browser window will open. Click **Join**.

Join a Collaboration Room:

1. Select the desired room from the app.
2. Adjust devices & click **Join** to connect.



When prompted grant access to your microphone and camera.

MEET

- | | |
|---|---|
| <ol style="list-style-type: none"> 1 Disconnect
Disconnect from meeting 2 Participant list
Pin & screenshot participants 3 Microphone
Mute/unmute microphone 4 Camera
Mute/unmute camera 5 In-call chat
Access & join group chat | <ol style="list-style-type: none"> 6 Additional controls
Access camera toggle & content share 7 Camera toggle
Expand & flip camera facing 8 Share device screen
Tap and follow on-screen prompts 9 Remote camera control
Double tap image to control (If enabled). 10 Self-view
Tap to enlarge |
|---|---|

