

My Room Bridge

Description

My Room Audio Conferencing provides Personal Audio Conferencing for up to 8 attendees per conference. It is a reservation-less audio conferencing service that can be accessed from any phone, anywhere. You conduct the conference as the Chairperson.

Function

The UC Team Add-On includes the My Room Conferencing 8 feature, which provides each User with a feature rich, personal Audio Conferencing service for up to 8 participants. In order for Users with the UC Team Add-On to access the Audio Conferencing service via a Conference Bridge, a My Room Bridge needs to be configured at the Site level:

Configuration

- Using the "Live Search" facility type in name of the Site you wish to amend.
- Use the "Select button" to select the desired Site from the list shown

This screenshot shows the configuration interface for My Room Bridge. The top navigation bar includes a logo, user information (User: admin.demo@demo.sales), and a Logout button. Below the navigation is a search bar with the text 'demo'. The main content area is divided into two sections: 'Users' and 'Sites'. The 'Users' section lists a single entry: 'admin.demo' with Firstname 'Admin' and Surname 'Demo'. The 'Sites' section lists a single entry: 'Demo Site'. Each entry has an orange 'Select' button to its right. A 'Search' button is located at the bottom right of the main content area.

- From the sidebar select Features
- Scroll down to Portals & Bridges and select "Configure" My Room Bridge

This screenshot shows the 'Portals & Bridges' configuration interface. The top navigation bar includes a 'Portals & Bridges' dropdown, a 'Call Director Portal' button, and a 'My Room Bridge' button. The 'My Room Bridge' button has an orange 'Configure' button to its right. Below these are buttons for 'Voice Portal' and 'Call Director Portal', each with its own 'Configure' button. The sidebar on the left includes icons for Company, Sites, Employees, and Employee Groups.

This screenshot shows the detailed configuration for 'My Room Bridge'. The top navigation bar includes a 'Features > My Room Bridge' dropdown, a 'Company: Sales Demo' label, and a 'Site: Demo Site' label. The main content area is titled 'My Room Bridge' and contains the following form fields:

- Name:** My Room Bridge
- Caller ID First Name:** Audio
- Caller ID Last Name:** Conferencing
- Directory Number:** +44 20 36510325
- Extension:** 0325
- Language:** English
- Time Zone:** GMT/BST (London)

 At the bottom are 'Cancel' and 'Save' buttons, with 'Save' being green and highlighted.

- Enter a Name, CLI First and Last Name, select a Telephone Number to apply and enter an Extension Number for the My Room Bridge:
- Click Save

The My Room Bridge has now been created under the Site. This will be the Audio Conferencing Bridge for all Users that have the UC Team Add-On, which includes the My Room Conferencing 8 feature. Users and external parties can dial into the My Room Bridge from any phone, on any network to participate in an Audio Conference.

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