

# 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

The screenshot shows the BP interface with a search bar containing 'demo'. Below the search bar, there are two sections: 'Users' and 'Sites'. The 'Users' section has a table with columns: Username, Firstname, Surname, Phone Number, and Site Name. The 'Sites' section has a table with columns: Site Name. Both sections have a 'Select' button next to the table.

Username	Firstname	Surname	Phone Number	Site Name
admin.demo	Admin	Demo		

Site Name
Demo Site

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

The screenshot shows the 'Portals & Bridges' section with three items: 'Call Director Portal', 'My Room Bridge', and 'Voice Portal'. Each item has a 'Configure' button next to it.

The screenshot shows the 'My Room Bridge' configuration form. It includes fields for Name, Caller ID First Name, Caller ID Last Name, Directory Number, Extension, Language, and Time Zone. There are 'Cancel' and 'Save' buttons at the bottom.

Company: Sales Demo  
Site: Demo Site

Success: Feature updated

Site Feature Settings / My Room Bridge

My Room Bridge

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)

Cancel Save

- 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.

Posted by: Darren M - Mon, Feb 15, 2021 at 1:24 PM. This article has been viewed 2204 times.

Online URL: <https://kb.ic.uk/article/my-room-bridge-304.html> (<https://kb.ic.uk/article/my-room-bridge-304.html>)