

Tips for the Hosted VoIP Video Bridge Service

1. To use a video bridge on the hosted VoIP solution, call 1-614-763-6201; key in your assigned bridge number and #; and key in your PIN number and #.
2. Once you are in the video bridge, there is a useful command menu that can be accessed by simply pressing the * key on your phone while in the conference. (Figure 1 below illustrates the Hosted VoIP Video Bridge Command Menu.)
3. Press 1 on the command menu to access My Actions (Figure 2 below illustrates the “My Actions” menu.)

Within the My Actions Menu, you can:

- a. Press 1 to request the floor
 - b. Press 2 to mute your audio
 - c. Press 3 to stop your video
 - d. Press 4 to return to the audio attendant
 - e. Press 5 to change the layout
 - f. Press 9 for more actions (Within this menu, the user can select “1” to increase the border or “0” to go back to the previous menu.)
 - g. Press 0 to go back to the previous menu
4. Press 2 on the command menu to get a list of participants
 5. Press 6 on the command menu to mute audio
 6. Press 0 on the command menu to close the menu

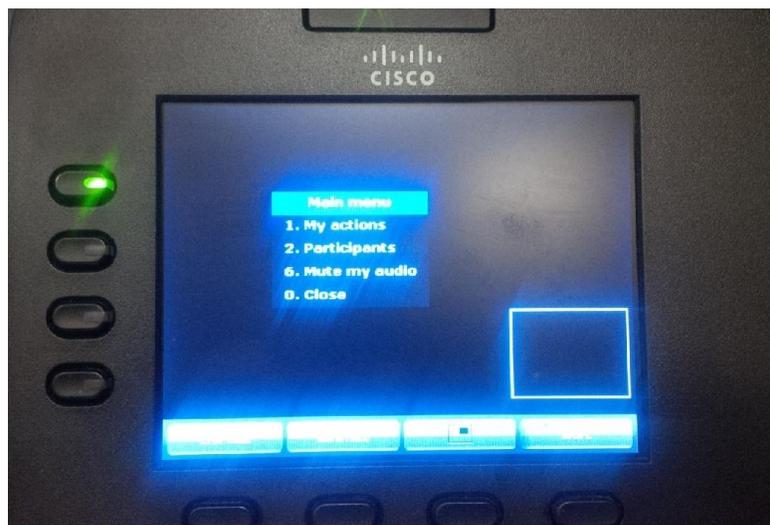


Figure 1 – Hosted VoIP Video Bridge Command Menu

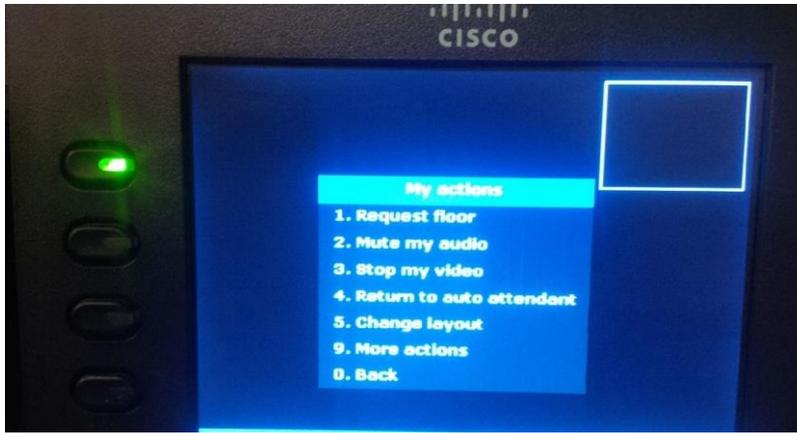


Figure 2 – Hosted VoIP Video Bridge My Actions Menu