



iMeest[™]

FEATURES AND FUNCTIONALITY GUIDE



iMEET FEATURES AND FUNCTIONALITY

iMeet

09:06^{AM}
Friday 27
January 2011
54° F
Atlanta, Georgia

Menu

JESSICA POWELL MICHAEL ROSSI LUISA YOUNG

ARTHUR SOLOIAN JESSICA NEIL CHRIS STEPHENS

Chat

WELCOME TO iMEET

iMEET FEATURES AND FUNCTIONALITY

iMeet

HI. WELCOME TO
BILL'S iMEET ROOM

REGISTERED USER GUEST LOGIN

bill@email.com *****

[Forgot Password?](#)

ENTER ROOM

Login Screen This is where you enter your email id and password.

Registered User Been in an iMeet room.

Guest Login Never been in an iMeet room.

iMEET FEATURES AND FUNCTIONALITY

The screenshot displays the iMeet interface. At the top left is the iMeet logo. At the top right, there is a weather widget for Miami, Florida, showing 77°F, a sun icon, and the time 03:09 PM on Friday, February 4, 2011. A 'Menu' button is located below the weather. In the center, a 'CONNECT YOUR AUDIO' dialog box is open, featuring three options: 'CALL MY PHONE' (with a phone handset icon), 'CALL MY COMPUTER' (with a laptop icon), and 'DIAL-IN OLD SCHOOL >' (with a right-pointing arrow). Below the dialog box, the text 'WELCOME TO iMEET' is visible with a small downward arrow.

Join A Meeting iMeet can call your phone or computer. If you want to dial-in old school, you can do that too.

Call My Phone Performs a dial out to bring the host/guest into the iMeet room without having to dial a phone number and remember a passcode.

Call My Computer Uses soft phone technology and iMeet's Voice Over IP network to allow the host and guest to enter the meeting using just their computer.

Dial-In Old School The host can provide a dial-in number and passcode for guests to dial into the meeting if they are away from their computer.

iMEET FEATURES AND FUNCTIONALITY



Main Menu Command a meeting with minimal clicks. Grab guests. Connect your audio. Show stuff. Change the room's look. Even email files right to your room.

Chat Have a side conversation within a meeting.

Multiple Chat Have a side conversation with more than one guest.

Private Chat Have a private side conversation, not visible to everyone in the room.

Minimize Chat Click the chat button a second time to minimize the chat window.

Bottom Nav Collapsed

iMEET FEATURES AND FUNCTIONALITY

Add Guests Add guests to your meeting at any point. You can send an email invite or call them directly from your room. Add a personal message to your invite.

The screenshot shows the iMeet interface with a background of a paper-cut style landscape. In the top left is the iMeet logo. In the top right, there is a weather widget for New York, New York, showing 54°F, a sun icon, and the time 11:06 AM on Monday, May 2, 2011. A 'Menu' button is also present. The main content area is titled 'DAVID'S MEETING' and features a 'Chat' button in the bottom left. Two panels are overlaid on the interface: the 'ADD GUESTS' panel and the 'FREQUENT GUESTS' panel. The 'ADD GUESTS' panel has tabs for 'EMAIL GUEST' and 'CALL GUEST'. It includes a text input for 'Email addresses', a 'Subject' field with the text 'Join me in iMeet', and a 'Message' field containing an invitation text and contact information. A 'Copy to clipboard' link is below the message field. At the bottom of the panel are 'OPEN EMAIL DIRECTORY' and 'SEND INVITES' buttons. The 'FREQUENT GUESTS' panel shows a list of three frequent guests with their profile pictures, names, and job titles, each with a green plus icon to invite them. A 'FIND USER' search bar is at the bottom of this panel.

Copy to Clipboard Copy invite text to your clipboard so you can paste it into your own email message or to another document.

Frequent Guests View a list of your most frequent guests and invite them back to another meeting.

iMEET FEATURES AND FUNCTIONALITY

iMeet

11:06 AM
54° F
Atlanta, Georgia
Friday 18
January 2011
Menu

EDIT PROFILE

PROFILE DETAILS PICTURE BIO PRIVACY PASSWORD

Job title Senior Helper

Company iMeet

Primary Phone Ext.

Secondary Phone Ext.

Location Atlanta, Georgia **EDIT**

DONE

PROFILE
Troy Kimura
Senior Helper
iMeet
info@iMeet.com
iMeet.com

TWITTER FACEBOOK

Chat

WELCOME TO iMEET

Edit Profile Make changes to your profile at any time.

Location Show your guests where you are located. By changing your location you also update your local time and weather.

The screenshot shows the iMeet 'EDIT PROFILE' interface. At the top left is the iMeet logo. At the top right, there is a weather widget for New York, New York, showing 54° F, Monday 2 May 2011, and 11:06 AM. A 'Menu' button is also present. The main content area is titled 'EDIT PROFILE' and has tabs for 'PROFILE', 'DETAILS', 'PHOTO', 'BIO', 'PRIVACY', and 'PASSWORD'. The 'PHOTO' tab is active. Below the tabs, there is a text prompt: 'Upload up to 4 photos and easily swap depending on who you're meeting with.' A large photo of a woman is displayed, with a 'Delete Photo' button above it. To the right of the main photo are four smaller thumbnail photos. At the bottom of the photo area are three buttons: 'UPLOAD A PHOTO', 'TAKE A PHOTO', and 'OR CREATE AN AVATAR'. A 'DONE' button is located at the bottom right of the modal. A 'Chat' button is visible in the bottom left corner of the page. The page title 'KATE'S MEETING' is centered at the bottom.

Upload a Photo Upload up to four photos so you can display the appropriate photo for the meeting you are about to have.

Take a Photo Use your webcam to take a photo of yourself.

Create an Avatar Create a unique avatar by selecting gender, skin color, eyes, hair and more features.

iMEET FEATURES AND FUNCTIONALITY

iMeet

San Francisco, California
54° F
12:07 PM
Friday 28
January 2011

ASYA SOLOIAN
DESIGNER
MUH-TAY-ZIK | HOF-FER

Webcam Meet using your computer's webcam.

Step Away Let other guests know you're away from your cube.

Raise Hand Let other guests know you have something to say.

Info

Chat

iMEET TIME

The image shows a virtual meeting environment. In the center is a video cube for a participant named Asya Soloian, a designer. The background features a stylized city skyline and a landscape with silhouettes of people. In the top right corner, there is a weather widget for San Francisco, California, showing a temperature of 54°F, a time of 12:07 PM, and the date Friday, January 28, 2011. At the bottom center, the text 'iMEET TIME' is displayed. A 'Chat' button is visible in the bottom left corner. Three callout boxes with blue lines point to specific icons on the video cube: a camera icon for 'Webcam Meet using your computer's webcam.', a question mark icon for 'Step Away Let other guests know you're away from your cube.', and a hand icon for 'Raise Hand Let other guests know you have something to say.'. An 'Info' icon is also present on the cube.

iMEET FEATURES AND FUNCTIONALITY

Profile By clicking info in any guest's cube, their cube will open and their personal profile info will be displayed.

The screenshot displays the iMeet interface with a cityscape background. In the top left is the iMeet logo. In the top right, there is a weather widget showing 84° F in Atlanta, Georgia, and a clock showing 11:06 AM on Thursday, July 11, 2011. A 'Menu' button is also present. The main area features several user cubes. One cube is expanded to show a profile for Troy Kimura, a Senior Helper at iMeet. The profile includes contact information (info@iMeet.com, iMeet.com) and an 'EDIT' button. Below the profile is a bio: 'I love all things gadget related and am the first to buy something when it comes out. I have three cameras on me at all times, take too many pictures and can't go a day without WiFi. I'm also a bit of a gamer, but please don't bring this up in front of my wife.' To the right of the bio is an 'APPS' section with icons for Flickr, Twitter, Facebook, and LinkedIn. At the bottom of the interface, there is a 'Chat' button and a 'WELCOME TO iMEET' banner.

Facebook Let others view your Facebook stuff (friends, photos, profile) right inside your cube.

LinkedIn Allow guests to view your LinkedIn profile information and invite you to connect.

Twitter See real time tweets or tweet straight from your iMeet room.

Flickr Link your photo stream to your profile so others can view your photos.

iMEET FEATURES AND FUNCTIONALITY

iMeet

54° F
Baton Rouge, Louisiana

08:09 AM
Tuesday 8
March 2011

Menu

PROFILE EDIT

Asya Soloian Eberle
Designer
Muh-tay-zik I Hof-fer

asya@mtzhf.com
(415) 255-6363
San Francisco, California

Still waiting for Chas to write my bio.

FACEBOOK

Asya Soloian

FRIENDS PHOTOS

OPEN PROFILE

APPS

Chat

WELCOME TO iMEET

Photos See someone's Facebook photos.

Friends See someone's Facebook friends.

Manual Push Notification Posts Posts a Wall update (that you're iMeeting) with your room address.

Settings Set or change your iMeet Facebook preferences. Sharing. Automatic status updates. Etc.

iMEET FEATURES AND FUNCTIONALITY

Room Key and URL Extra security can be added to the room requiring your guests to enter a room key that you have defined before entering your room.

Room Name and Theme Pick a look for your iMeet room (choose from different background designs).

iMeet

84° F
Atlanta, Georgia

11:06 AM
Thursday 11 July 2011

Menu

ROOM OPTIONS ? x

CHANGE YOUR ROOM'S LOOK OR MAKE AN iMEETING PRIVATE.

ROOM KEY AND URL | **ROOM NAME AND THEME** | SMS / EMAIL MESSAGES

Give your meeting a name

Give Your Meeting a Name Allows the iMeet host to customize the name of an iMeeting room for each get together.

Choose a theme

Open sky | Blackbirds | Paper castle

DONE

All your room settings are here.

Settings

Chat

WELCOME TO iMEET

iMEET FEATURES AND FUNCTIONALITY

The screenshot shows the iMeet interface with several callouts:

- Active Talker:** A green glow around Arthur Soloian's video feed indicates he is currently speaking.
- Weather Date/Clock:** A widget in the top right corner displays the weather (54° F, Atlanta, Georgia), the date (Friday 27, January 2011), and the time (09:06 AM), along with a 'Menu' button.
- Connection Status Not connected by phone:** A callout points to a red 'X' icon over Jessica Powell's video feed.
- Connection Status On mute:** A callout points to a red 'X' icon over Crystal English's video feed.
- Connection Status Hasn't joined the audio bridge yet:** A callout points to a 'DIALING' status with a phone number (415) 255-6363 over Chas McFeely's video feed.
- Connection Status Not connected by a computer:** A callout points to a red 'X' icon over Karen Eberle's video feed.
- Room Name:** The meeting title 'MARIO'S MEETING' is displayed at the bottom.
- Room Size:** A callout points to a '06' icon representing the number of guests in the room.
- Volume Control:** A callout points to a volume slider icon.
- Mute/Unmute Control:** A callout points to a microphone icon.
- Lock Room:** A callout points to a padlock icon.
- Chat:** A 'Chat' button is visible in the bottom left corner.
- End Meeting:** A green 'END MEETING' button and a grey 'End This Meeting' tooltip are shown.

Active Talker A green glow shows who is currently speaking.

Weather Date/Clock Roll over someone's cube to see their local weather and time.

Connection Status Not connected by phone.

Connection Status On mute.

Connection Status Hasn't joined the audio bridge yet.

Connection Status Not connected by a computer.

Room Name Name your meeting whatever you want.

Room Size See the number of guests in the room.

Volume Control Adjust the volume in a meeting.

Mute/Unmute Control whether other meeting guests can hear you.

Lock Room Keep out unwanted guests by locking your room.

iMeet

54° F
Los Angeles, California

11:06 AM
Tuesday 22
March 2011

Menu

iMEET FILES

UPLOAD A PRESENTATION OR VIDEO AND SHOW IT TO YOUR GUESTS

FILES **WEB PAGES** GUEST ACCESS

NAME	DATE	
Broadway.com	09 Aug 2010	OPEN
San Francisco Muse...SFMOMA)	09 Aug 2010	OPEN

Enter URL **ADD**

[Clear all web pages](#) **WEB SEARCH** **SHOW**

Web pages in your room: 2

PREVIEW

Preview A snapshot of the webpage you are about to share with the room.

Show Share a webpage with the room.

Add a Web Page Allows the iMeet room owner to search the web for new materials to share.

DAVID'S MEETING

Chat

iMEET FEATURES AND FUNCTIONALITY

Upload Files Show Files for all major file types (PDF, PPT, Excel, Word, JPG, MP4).
The meeting host can select which individual files to share.

iMeeet

62° F
Atlanta, Georgia

09:06 AM
Monday 14
February 2011

Menu

iMEET FILES

UPLOAD A PRESENTATION OR VIDEO AND SHOW IT TO YOUR GUESTS

FILES WEB PAGES GUEST ACCESS

TO SEND FILES TO YOUR ROOM, EMAIL THEM TO BILL@IMEETFILES.COM

NAME	DATE	
its_a_3d_world.ppt	27 Oct 2010	🔒 ⬇️ 🗑️
Koala.gif	28 Sep 2010	🔒 ⬇️ 🗑️
Maya_2011_brochure.pdf	25 Oct 2010	🔒 ⬇️ 🗑️
MyPowerPointTest.ppt	29 Oct 2010	🔒 ⬇️ 🗑️
The_Brand_Gap.pdf	10 Jan 2011	🔒 ⬇️ 🗑️

PREVIEW

[Clear all Files](#) **ADD NEW FILE** **ADD VIDEOS** **SHOW**

Files in your room: 11 (42 of 250MB used)

Chat

BILL'S iMEET ROOM

Add Videos Search YouTube videos and share them by streaming directly to your guests.

Add New File Select files to share with your guests. You can share supported file formats in the presentation window or you can store files in your repository and grant permission for your guests to download them.

iMEET FEATURES AND FUNCTIONALITY

Add a New Web Page Allows the host to search the web and select web pages they wish to share with their guests.

The screenshot displays the iMeet interface with a modal window titled "ADD A NEW WEB PAGE" open. The background shows the iMeet logo, a weather widget for Boston, Massachusetts (34° F, Tuesday 15 February 2011, 03:19 PM), and a "Menu" button. The modal window contains the following elements:

- Header:** "ADD A NEW WEB PAGE" with a close button (X).
- Instructions:** "Enter a web site name, keyword, or URL. Click Save in the search results to add the web page to your room."
- Search Bar:** "Search the web" with the input "hamptons yacht club" and a "GO" button.
- Search Results:**
 - Result 1:** "Montauk Yacht Club Resort and Marina" with a thumbnail image of a beach. Description: "The Montauk Yacht Club Resort & Marina -- A Hamptons full-service resort and spa -- is well known as a Long Island family vacation and New York City's favorite escape." URL: <http://www.montaukyachtclub.com/>. A "SAVE" button is next to it.
 - Result 2:** "Montauk Yacht Club : Curbed" with a thumbnail image of a website. Description: "So why wasn't the Montauk Yacht Club rife with erotic aerialists this weekend? ... 3) The Montauk Yacht Club and Hamptons Magazine join forces." URL: <http://hamptons.curbed.com/tags/montauk-yacht-club>. A "SAVE" button is next to it.
- Footer:** "1/5 NEXT >"

At the bottom of the iMeet interface, there is a "Chat" button and the text "DAVID'S MEETING" with a downward arrow.

iMEET FEATURES AND FUNCTIONALITY

The screenshot displays the iMeet Files management interface. At the top left is the iMeet logo. The top right shows a weather widget for Boston, Massachusetts, with a temperature of 34°F and a time of 03:21 PM on Tuesday, February 15, 2011. A 'Menu' button is located below the weather. The main content area is titled 'iMEET FILES' and includes a sub-header 'UPLOAD A PRESENTATION OR VIDEO AND SHOW IT TO YOUR GUESTS'. There are three tabs: 'FILES', 'WEB PAGES', and 'GUEST ACCESS', with 'GUEST ACCESS' being the active tab. Under 'Let guests:', there are three sections: 'View files' with a 'Yes' toggle, 'Download files' with a 'Yes' toggle, and 'Upload files' with a 'No' toggle. A 'SAVE' button is positioned at the bottom right of the settings panel. At the bottom of the page, there is a 'Chat' button and the meeting title 'DAVID'S MEETING' with a dropdown arrow.

Guest Access Set how much control guests have with room files.

View Files Allow guests to select the files they want to view on their own while in your room.
Download Files Allow guests to download any file you have stored in your iMeet repository.
Upload Files Allow guests to upload files directly into your iMeet repository from their computer.

iMEET FEATURES AND FUNCTIONALITY

Share Files Add files from your iMeet folder, computer or Web and share them with your guests.

iMeet™

 **10:06** AM
54° F
Tuesday 15
February 2011
San Francisco, California

Menu

Expand View Make your presentation view larger.



Thumbnails Review all reduced sized pages of your presentation.

Chat

MARIAH'S MEETING

iMEET FEATURES AND FUNCTIONALITY

Full Stage View Zoom in and out of a document, move the presenters cube as needed.

The screenshot shows a Zoom meeting interface. At the top left is the iMeet logo. The top center of the meeting window displays the title 'DENTAL' and a close button. Below the title bar, the presentation slide is visible. The slide has a white background with a blue header bar containing the 'MetLife' logo and a cartoon dog character. The main text on the slide reads 'Dental Benefits' in large blue font, followed by the tagline 'Savings, flexibility and service. For healthier smiles.' Below this, there is a large image of a woman's face and a sprig of mint leaves. To the right of the image, the text says 'If I want to be at my best, a good dental plan will be refreshing.' At the bottom of the slide, there is a 'DOWNLOAD FILE' button and a '1/24 NEXT >' navigation indicator. On the right side of the meeting window, a video thumbnail for a participant named 'BILL VICTOR' is shown. In the bottom left corner of the meeting window, there is a 'Chat' button.

iMEET FEATURES AND FUNCTIONALITY

Get Notified Know when guests enter your room. Choose to have an email or a text message sent to you.

iMeet

03:19 PM
Tuesday 15 February 2011
34° F
Boston, Massachusetts

Menu

ROOM OPTIONS

CHANGE YOUR ROOM'S LOOK OR MAKE AN iMEETING PRIVATE.

ROOM KEY AND URL ROOM NAME AND THEME **SMS / EMAIL MESSAGES**

If guests enter your room while you're not there, we'll send a text to your phone.

Enable SMS Text Yes Enable email Yes

Mobile Number Email address

Running late or change of plan?
Display a message in your room for guests.

Keyword	Custom Message
<input type="text" value="late"/>	<input type="text" value="Running a bit late to the meeting... I'll be there in ten minutes."/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

DONE

Chat

DAVID'S MEETING

Custom Message As a host, you can text a message or a keyword directly back into your room.

iMEET FEATURES AND FUNCTIONALITY

Exit Meeting This allows the iMeet host to leave the meeting without kicking anyone out of their room.

End Meeting This ends your meeting and ensures that all guests are dismissed.

The screenshot displays the iMeet interface. In the top left corner is the iMeet logo. The top right corner shows a weather widget for Miami, Florida, with a temperature of 77° F, a sun icon, and the time 03:09 PM on Friday, February 4, 2011. A 'Menu' button is located below the weather widget. In the center, a video feed is partially visible. A white dialog box titled 'IT'S BEEN REAL' is overlaid on the video feed. It contains two buttons: a green 'EXIT MEETING' button with the text 'Want to step out?' below it, and a dark grey 'END MEETING' button with the text 'All guests will be dismissed.' below it. At the bottom center of the interface, there is a 'WELCOME TO iMEET' message with a small downward arrow below it. In the bottom left corner, there is a 'Chat' button with a speech bubble icon.

iMEET FEATURES AND FUNCTIONALITY LAUNCH 1.0

General Functionality

Soft phone	Talk and listen through your computer (instead of your phone).
Host a meeting	Invite guests to your iMeet room by phone, email, text or IM. Since the meeting is in your personal iMeet room, you can control the flow of the meeting. Share files, videos or web pages. If someone gets unruly, mute them or dismiss them from the room altogether.
Join a meeting	iMeet can call your phone or computer. If you want to dial-in old school, you can do that too.
Add guests	Bring guests into your iMeet room at any time. Send them an email invite or have iMeet call them directly.
Upload photo	Grab a photo to put on the front of your cube.
Volume control	Adjust the volume in a meeting.
Mute/unmute	Control whether other meeting guests can hear you.
Lock room	Keep out unwanted guests by locking your room.
End meeting	This will end your meeting. You can leave the room open for guests to continue without you or automatically kick everyone out.
Webcam	Join the meeting in video using your webcam.
Raise hand	Let everyone know you have a question or comment.
Step away	Let everyone know you're away from your cube.
Dismiss	Remove a guest from your iMeet room.
Room name	Name your meeting whatever you like.
Room theme	Pick a look for your iMeet room (choose from different background designs).
Room key	Extra security can be added to the room requiring your guest to enter a room key that you have defined before entering your room.
Weather	See the weather in the upper right corner. Want to see the weather in a guest's location? Simply roll over their cube.
Date/clock	The date and time where you are. Want to see the time in a guest's location? Simply roll over their cube.
Merge users	Brings multiple guests together into one cube.
Active talker	A green glow shows who's currently speaking.
Share/add files as host	Upload files to your room's iMeet folder (store any file type) or email files directly. Hosts can allow guests to download, upload and view files.
Show video	Show videos to guests in your room.
Email files to room	Send files directly to your iMeet folder using your iMeet files email address.
Dial in conference number	The number you can call to join an iMeet meeting.
Photo picker	Quickly pick a photo for the front of your cube. Up to five photos can be stored at one time, allowing you to select different profile photos for different types of meetings.
Web search	Lets the host search the web using Yahoo search and select web pages to share with guests.
YouTube search	Enter a search into the YouTube search bar and get back top results. Choose the videos you want to upload to your iMeet folder.
Show files for all major file types	View all major file types directly in your room (PDF, PPT, Excel, Word, JPG, MP4).
Post meeting reports	See who attended your iMeet meeting.

Meeting Room Views

Up to 15 cubes A meeting room can hold up to 15 cubes at one time.

Personalization

Saved photos	Save your favorite pics to use any time.
Take a photo	Snap a photo of yourself using your computer's webcam.
Create avatar	Create a custom avatar (instead of using a photo).
Upload bio	Upload info about yourself to share with other guests.
Edit profile	Make changes to your profile at any time.

Communication Options

Chat	Have a side conversation during an iMeet meeting.
Multiple chat	Have a side conversation with more than one guest.
Private chat	Have a private side conversation (not visible to everyone in the room).

Apps/Social Networking

Facebook	Let others view your Facebook stuff (wall, friends' news feeds) right inside your cube.
LinkedIn	Allow guests to view your LinkedIn profile and connect.
Twitter	See real-time tweets or tweet straight from your iMeet cube.
Flickr	Link your photo stream to your profile so others can view your photos.

Security/Privacy

Set file and sharing privileges for guests	Set how much control guests have with room files.
V-card option to download	Decide if guests can download your profile info as a vCard.
Change password	Create a new password any time.
TLS (Transport Layer Security)	Provides encryption between the application and the transport layer. TLS is able to transverse corporate firewalls better than https while using less bandwidth.

Help

Contextual help	Detailed help for various iMeet features and scenarios.
User's guide	A practical guide for iMeetings.
Tutorials	Videos that show you how to use iMeet.
Meeting tips	Learn how to get the most from your iMeet meetings.
FAQ's	Answers to commonly asked questions about iMeet.
Chat support	Real time, personalized support to help you with iMeet.

Billing

Account management	View and manage your account details.
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Tools

Room monitor	(Single click into the room). Makes it easy for you to know what's happening in your room. See when guests pay you a visit, send a message to your guests or dismiss everyone from the room. All from your desktop.
iMeet outlook plugin	(Single click into the room). The iMeet toolbar gives you shortcuts to easily manage your iMeet room through Microsoft Outlook®. Schedule meetings. Send requests. And get instant access to your room, iMeet.com and iMeet support.



iMEET TOOLS

iMEET ROOM MONITOR MAKES IT EASY FOR YOU TO KNOW WHAT'S HAPPENING IN YOUR ROOM.

The iMeet Room Monitor lets you know how many guests are in your room.

The image consists of three screenshots of the iMeet Room Monitor interface, each with callout boxes explaining its features. The first screenshot shows the main interface with 'Total attendees in the room: 1' and buttons for 'Join Room', 'Send Message', and 'End Room'. The second screenshot shows a 'Running late...' alert box with 'CANCEL' and 'SEND' buttons. The third screenshot shows the settings menu with options for 'Check my room status every', 'Show this alert', 'Audio alert', and 'Auto Update'.

Change settings.

Total attendees in the room: 1

Join Room Send Message End Room

12:15 PM 8/6/2010

Enter your iMeet room with a single click.

Running late... Please get started without me.

CANCEL SEND

12:15 PM 8/6/2010

If you're running late, send a quick note to your room and let everyone know..

Audio prompts let you know when people enter or leave your room.

Check my room status every 10 seconds

Show this alert 15 seconds

Audio alert Auto Update

CANCEL SAVE

12:16 PM 8/6/2010

Set how often you want to check your iMeet Room for activity.

Allow automatic updates when new versions are available.

How long your iMeet monitor stays visible after an alert.

Forget to end your iMeeting? Someone enter your room that shouldn't be there? No need to be in your room. End your meeting here with a single click.

Brings you to iMeet.com where you can read the latest about iMeet, get iMeet tools, sign into your account, find help, and more.

A screenshot of Microsoft Outlook showing the iMeet toolbar and its context menu. The toolbar includes icons for iMeet, My Room, Schedule Meeting, and Help. The context menu for 'Schedule Meeting' is open, showing options like 'Send Meeting Request' and 'Schedule a Meeting'. Callouts provide instructions for each feature.

A single click brings you directly into your iMeet room.

Send an email with your room link and iMeeting details.

Open your Outlook Calendar and create an invite with one click. Just pick the date and time.

iMeet Outlook® Toolbar settings. Lets you change your basic iMeet info.

Brings you to iMeet.com where you can read the latest about iMeet, get iMeet tools, sign into your account, find help, and more.

Mail << Search Inbox

Favorite Folders >>

- Inbox
- Unread Mail
- Sent Items

Mail Folders >>

- All Mail Items

Mailbox - Santoro, Nikki

- Deleted Items (64)
- Drafts
- Inbox
 - Bugs
 - Other
- Junk E-mail
- Outbox
- RSS Feeds
- Sent Items
- Search Folders

Arranged By: Conversation Newest on top

New version of PGI Toolbar Beta available

Rappaport, Renee 11:53 AM

Thank you for your Order - U719084101

Slayton, Amanda 11:50 AM

This AM

Hope Flammer 11:41 AM

Load times

Guthrie, David 11:06 AM

[PGI] Re: right menu navigation

Mel Di Prinzio 10:42 AM

[PGI] Re: Avatars

Mel Di Prinzio 4:03 AM

Approval Request: Test SW for Flash Softphone

Guthrie, David Sat 1/9

Custom Development

Martin, Doug Fri 1/8

Need some text labels

- Chas McFeely Fri 1/8
- Michelle Spear Fri 1/8
- Chas McFeely Fri 1/8
- Chas McFeely Fri 1/8

FW: New version of PGI Toolbar Beta a

Rappaport, Renee

Sent: Mon 1/11/2010 11:53 AM

To: Santoro, Nikki

See beta test of the new PGIMeet toolbar for anyone, as we are doing a limited beta at this time. There should not be any impact to the CCC. If a question comes up, please let me know.

The new toolbar supports both ReadyConfere default audio and web meeting room (simply a create custom invitations, easily login to PGIMe

Currently you must sign in to the toolbar via Cli also allow for sign in via email address.

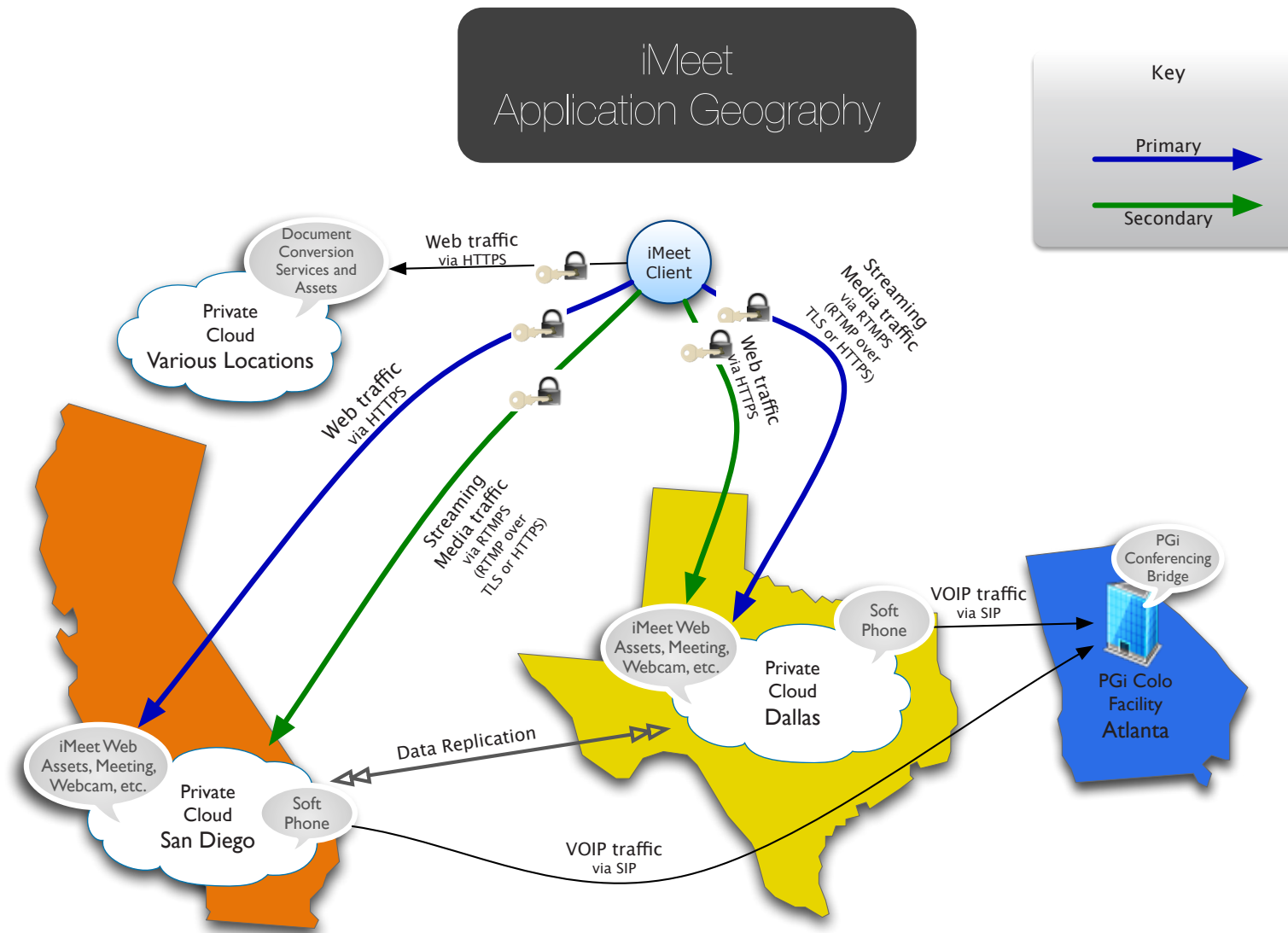
If you have an older version of the toolbar, please Removing older versions, of the toolbar:
From **Start** go to **Control Panel**
Select "Add/Remove Programs" to
Install the new PGIMeet Toolbar fo

If you can't use that function, then download In Outlook 2007 hide the old toolbar by
Click **View** in the menu bar
Choose **Toolbars**
Uncheck the "Conferencing Toolbar"



TECHNICAL SPECIFICATIONS

iMEET TECHNICAL SPECIFICATIONS

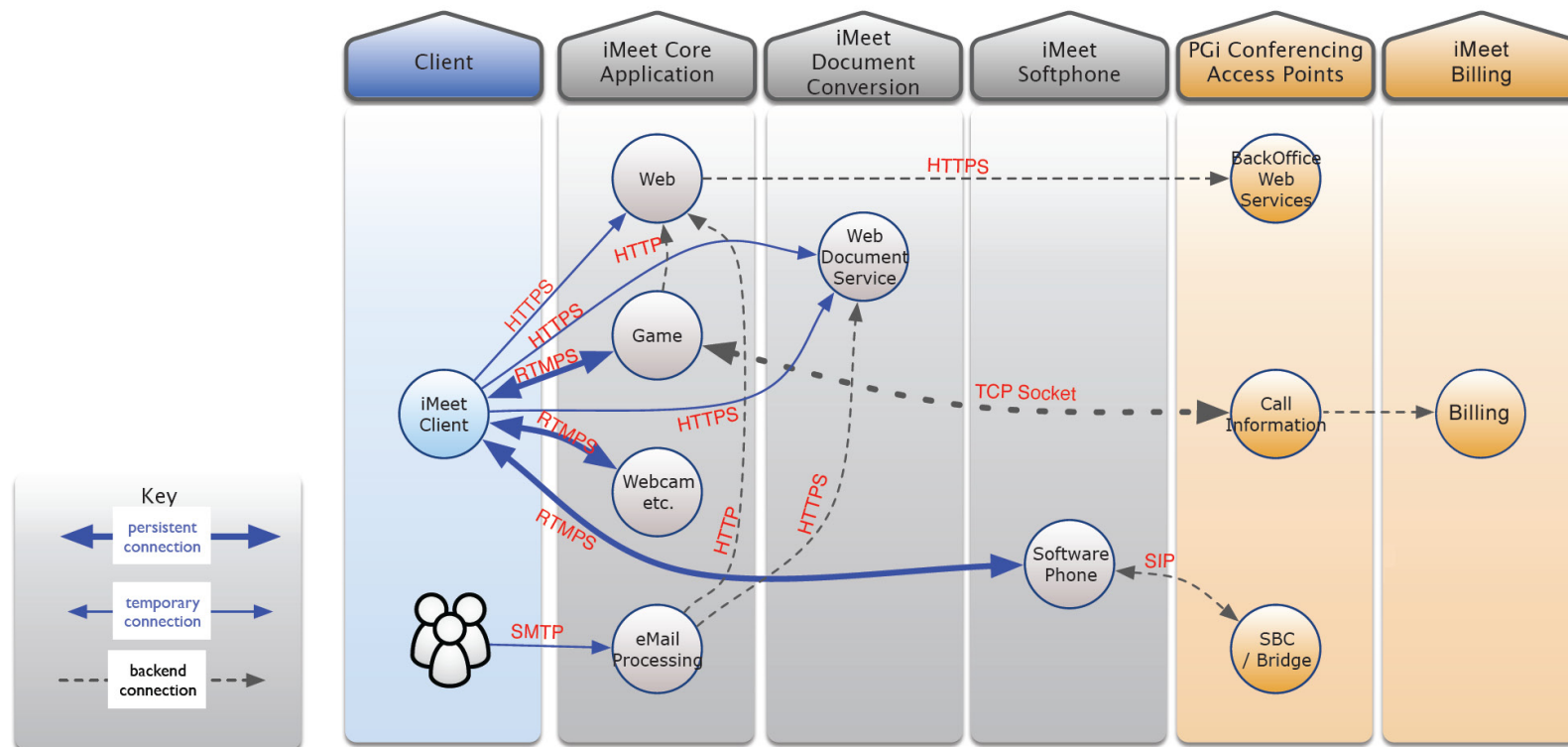


iMeet is your personal meeting space to get together any time. You can see everyone and learn more about people. It's the best of conference calling, web conferencing and social networking, all cleaned-up and ready for business. iMeet is entirely browser-based, so there is nothing to download or install. All you need is a browser and Flash 10 or greater to get started. iMeet is made to run on Microsoft Windows, and Mac OS.

iMeet 1.0 is deployed using a distributed cloud-based infrastructure with primary and secondary environments to provide both load balancing and redundancy. iMeet components have been constructed in a way that facilitates independent scaling – as well as geographic diversity – of its major components such as webcam, softphone, game server, web assets, etc.

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iMeet Connectivity and Network Protocols

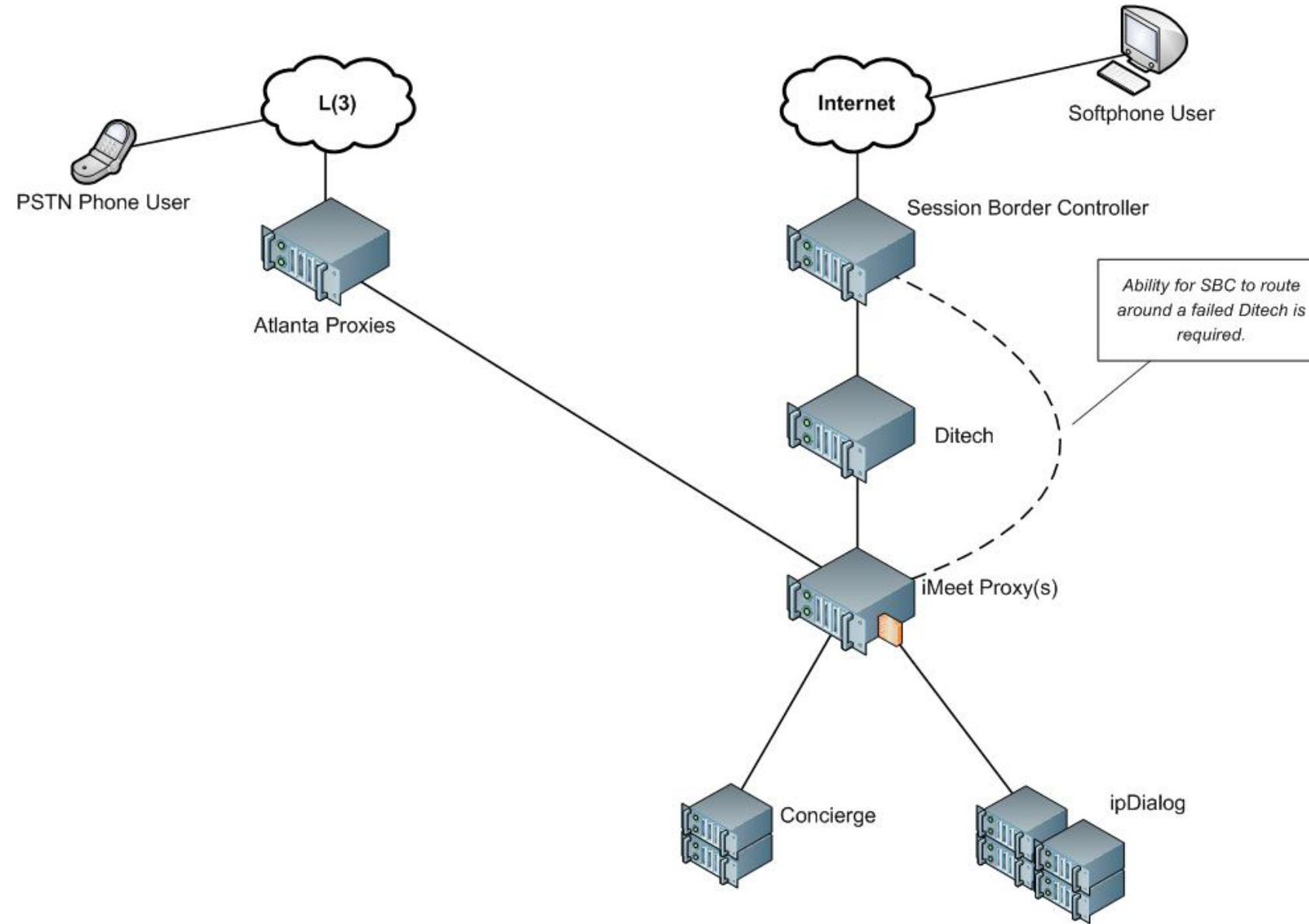


Data sent between the client and the iMeet servers is secured using TLS encrypted communications protocol; specifically: traffic is encrypted with HTTPS and streaming traffic is tunneled through a pure TLS connection via RTMPS. The one exception to data encryption in iMeet is the email-to-room feature which currently uses standard SMTP communications but will eventually also support a TLS-based encrypted SMTP service.

Cloud-oriented backend communication over public networks are similarly secured via SSL with the exception of SIP (voice) traffic between iMeet and the conferencing bridge. By using industry standard Transport Layer Security (TLS) for streaming content iMeet can better negotiate with customers' firewalls; the TLS streams also provide a good real-time user experience by minimizing latency through the use of persistent connections. In certain customer cases advanced enterprise firewalls have been implemented that block pure TLS connections: iMeet can provide the same functional user experience to enterprise customers at a small latency cost by bundling the streaming data inside of easily passed HTTPS request/response polls.

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Ditech Integration into iMeet Architecture



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