Video and Audio Conferencing

**What can you do in a video call?**

- Add more people to the call
- Put the call on hold
- Transfer the call to another person
- Show your computer screen to the people in the video call

**Join a meeting**

If a meeting room system has been invited to a scheduled meeting, a green button appears on the home screen when the meeting is due to start or has already started.

Press this to join the meeting.

If a room system has not been invited to a meeting, you can still join from the room system using the 7-digit meeting ID.

Press Join a meeting and enter the meeting ID.

Who can you call?

- anyone in your company, either from the StarLeaf app or from a StarLeaf room system. Everyone in your company can be found in contacts.
- anyone else. If someone does not have a StarLeaf endpoint, you can still have a video call with them. Send them an invite. It contains all the information they need to call you.
- To dial an IP address or any other letters and characters, press the blue call button then * (star)

**AV Services**

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