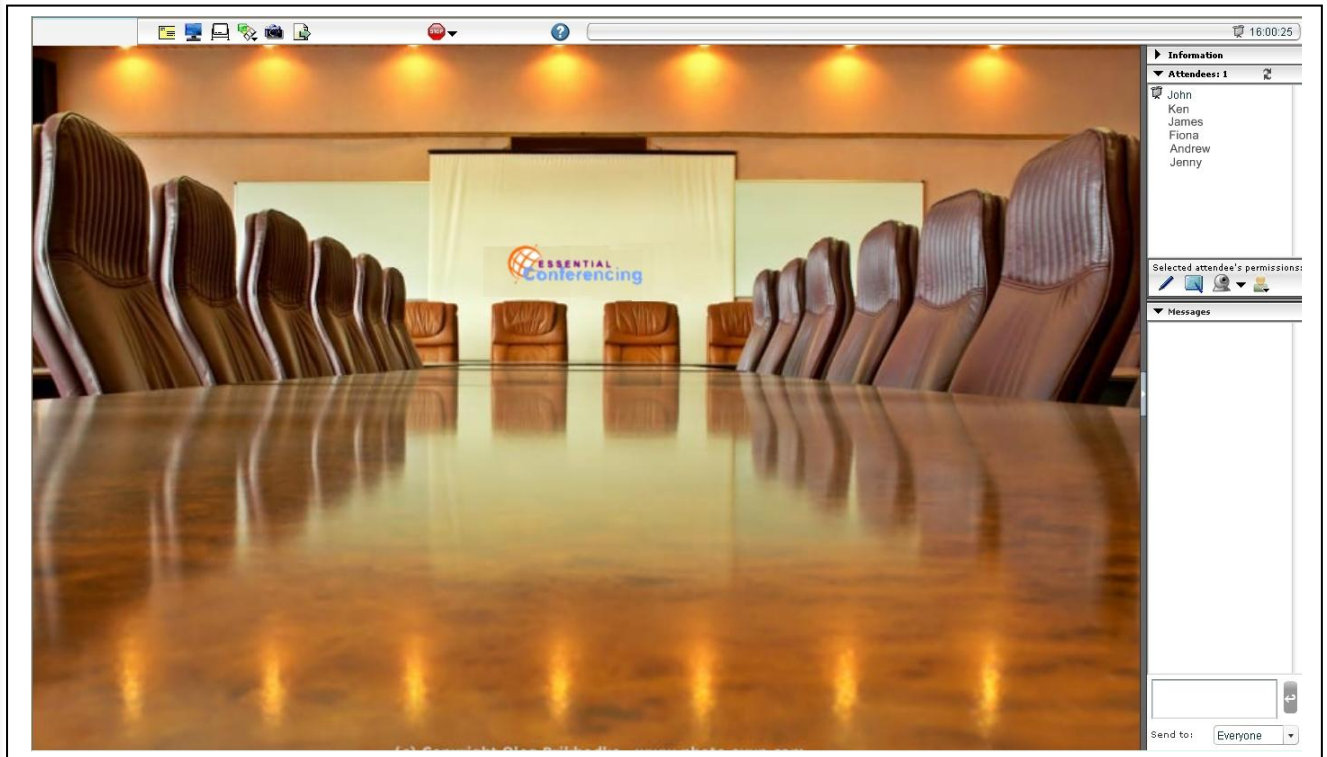


## Flash-Based Web Conferencing Service



### Meeting Functions

**Flash-Based Meeting Viewer** - Participants only need a Web browser and Flash to attend a meeting.

**Cross-Platform Solution** - Host a meeting from a PC, Mac, or Linux computer.

**Screen Sharing** - Show your entire desktop or a window on your desktop to all attendees.

**Annotation** - Annotate a shared display

**Presentation Sharing** - Import a PowerPoint™ presentation and share it with meeting attendees. Display slide thumbnails and titles in a navigation window. Annotate (and allow attendees to annotate) shared slides. Supports Flash slides including animations.

**Whiteboard Sharing** - Share an interactive whiteboard.

**Media Streaming** - Stream Flash videos or MP3 audios to all attendees and control your playback.

**Picture Sharing** - Share a picture with all attendees and allow everyone to annotate and draw on the shared picture. Control the zooming and panning of the picture.

**File Transfer** – Transfer files and send it to all attendees. Take a snapshot of your desktop transfer it as well.

**Pass Presenter Control** - Promote an attendee to be a presenter during a meeting and allow the attendee to control a presentation or share his screen.

**Remote Control** - Allows an attendee to control your desktop during a screen sharing session.

*And with the optional AV (Audio/Video) module ...*

**Video Via Webcam** - Show up to six simultaneous webcam windows.

**Audio Via VoIP** - Plug in a headset and add Audio to your Video Conference.



## **Meeting Creation and Management**

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**Host Meetings on Own Website** - Create and host meetings on your website with your logo and branding.

**Create Impromptu or Scheduled Meetings** - Instantly create and start impromptu meetings or create a scheduled meeting and add it to your calendar.

**Meeting Invitations** - Send meeting URL via your own email program, to your own address list.

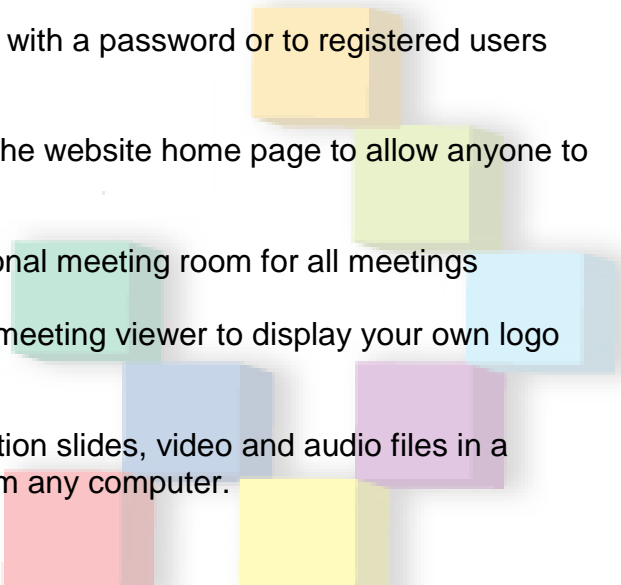
**Access Control** - Control meeting access with a password or to registered users only.

**Publish Meetings** - Publish a meeting to the website home page to allow anyone to join without an invitation.

**Personal Meeting Room** - Create a personal meeting room for all meetings

**Customize Meeting Viewer** - Customize meeting viewer to display your own logo and background image.

**Online Content Storage** - Store presentation slides, video and audio files in a personal storage site for online access from any computer.



**Activity Reports** - Activity reports log all meeting sessions, attendees, and time. Export activity reports to XML or CSV formats.

**User Registration** - Option to require user registration prior to attending a meeting. Export registered user profiles for post-meeting follow-ups.

**Feedback and Comments** - Allow participants to post comments and feedback to your meetings and publish them on the home page.

The screenshot shows the 'Add a Meeting' form in the Essential Conferencing web application. The form is titled 'Add a Meeting' and is located on a page with a navigation menu. The navigation menu includes 'Home', 'My Meetings', 'My Library', and 'My Account'. Below the navigation menu, there are links for 'Meetings', 'Recordings', 'Meeting Room', 'Meeting Viewer', 'Reports', 'Registrations', and 'Comments'. The form itself has the following fields and options:

- Meeting Title:** A text input field containing 'My Meeting'.
- Date/Time:** Radio buttons for 'Unscheduled: Start the meeting anytime.' (selected) and 'Scheduled: Start the meeting on'.
- Description:** A large text area for entering the meeting description.
- Login:** Radio buttons for 'Name: Participants need to enter a name.', 'Name/Password: Participants need to enter a name and a password.', and 'Registration: Participants need to register first.'.
- Telephone:** Radio buttons for 'None' (selected) and 'Use the telephone number:'.
- Publish:** Radio buttons for 'Private: Available only to people you invite.' (selected) and 'Public: Include in the home page listing.'.
- Comments:** Radio buttons for 'Allow public comments: Visitors can post a public comment of this meeting.' (selected) and 'Private comments only: Visitors can only send a private comment to me.'.

At the bottom of the form, there are three buttons: 'Submit', 'Reset', and 'Cancel'. Below the form, there is a footer with links for 'About Us', 'Contact Us', 'Terms of Service', and 'Privacy Policy'. The footer also includes the text 'Powered by PERSONY' and 'Version 2.1.51.0'.



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