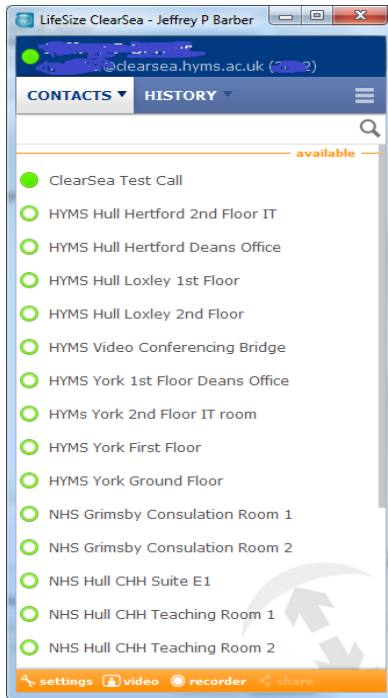


Using Clearsea to dial a room or Person



Connecting to a video conferencing room

Click on the Video conferencing unit or Virtual Room you wish to connect to and then press the call button. The Client should start ringing the meeting room.

Connecting to another user

Connect to another user of Clearsea by searching for the user by name. If they have used Clearsea before they should come up in the directory. If they are currently logged on they should have a green circle next to their name. If this is the case you can either chat or call that person.

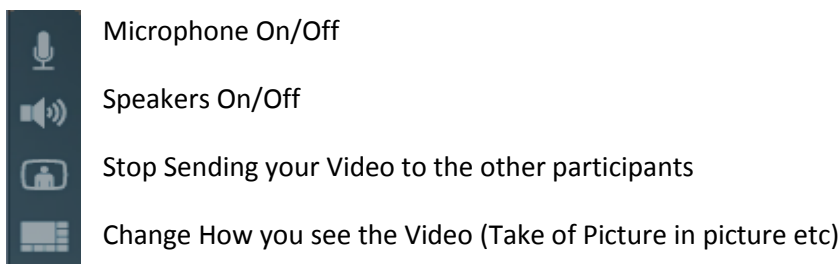
Remember at the end of the call to click on the red and white button to end the call.



Controlling what you do within Clearsea

Within the Video On-Call Screen

Within the Video Windows you have controls down the left hand side which do the following



You also have controls on the bottom of the video



These do the following:

- Hang up the Call
- Pause the call
- Record the Call (We do not have this facility within HYMS)
- Adjust the remote Camera
- Send Touchtone numbers (which are useful for operating a Multiconferencing bridge). NOTE your numeric keypad also acts to send touchtone numbers