

My Meeting Room

WEBEX™ MEETING™ CENTER



What if you could make presentations and share visuals with clients around the world without having to travel or set up elaborate conference facilities? What if you could collaborate with colleagues in different locations, review, and immediately make changes to a project or document? With WebEx Meeting you can do all that and more.

Virtual Meetings Made Easy

WebEx Meeting Center platform is ideal for interactive meetings such as ad campaign rollouts, new product launches, project meetings, legal evidence sharing and strategic planning sessions. With the ability to add visual presentations, do slide shows, collaborate through white boarding, direct Web tours and share applications, WebEx Meeting gives you the power to conduct intimate collaborations or presentations. Meetings that previously required days of planning, coordination, travel and set-up can now occur immediately without extensive lead-time or expense.

It's never been easier, or quicker, to present and collaborate anytime, from anywhere. Through our simple-to-use interface, you are in total control of all aspects of the conference including audio and Web. The option to pass full control gives participants the opportunity to make live changes to documents or show something to the group from their own desktop. WebEx Meeting puts flexibility and convenience at your fingertips, allowing you to take control of your next meeting or project and get maximum results.

PLACE IMAGE HERE

Successful Results Every Time

WebEx Meeting is backed by award-winning customer service and advanced security features, which ensure that every WebEx Meeting session is successful. Combining the visual features of WebEx's collaborative software with automated audio conferencing, gives you the advantage of one help line and one bill providing added convenience and confidence while conducting a Web meeting.

Complimentary training and online demonstrations are available to all WebEx Meeting customers before scheduling the first call. Should you require help at anytime during your WebEx Meeting session, an operator is standing by 24/7 to provide assistance for both the audio and visual aspects of the conference.

WebEx Meeting Features

WebEx Meeting's intuitive design is easy to navigate and provides innovative features that maximize the effectiveness of presentations or collaborative meetings. Such features include:

Meeting Management: Automatically send email invitations from your name and use scheduling options to send reminders prior to your meeting.

Presentation Tools: Show slides including any animations or builds within them, share documents, applications, video and flash files and conduct Web tours.

Annotation Tools: Point out important information during your presentation.

Transfer Files: Deliver files to another participant from your desktop.

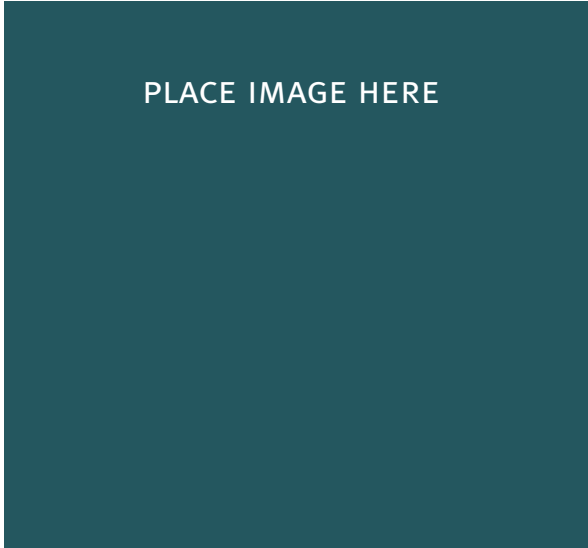
Sound Notification: Alerts you when a participant enters, exits, raises their hand or chats.

Polling: Gather participant opinions instantly with the option to see how each participant voted.

Multiple Presentation Access: All presentations remain available via easy-to-access tabs.

24/7 Customer Service: Assistance is always available for both audio and visual aspects of your presentation.

Note Taking Panel: Take notes directly in the meeting window and send a transcript to all participants via email after the meeting.



Recording: Record and playback allows participants to access the audio and visual portions of the meeting after it has occurred.

Chat: Meeting attendees can communicate one-to-one or to the group with instant text messages.

File Transfer: Allow attendees to download files shared during the meeting.

Sign Up for WebEx™ Meeting Center Today!

1 To access WebEx Meeting you must have a Automated Audio account, an Internet connection and a phone. To set up that account, please contact your Conferencing Provider.

2 Log onto www.mymeetingroom.com to schedule your WebEx Meeting. An email invitation will automatically be sent to your guests with links and passcodes.

3 Conduct your WebEx Meeting conference with confidence. Our acclaimed customer service team is available at anytime during your session should you need their assistance.