

Conference Server

(On 2nd Gen PRI Card with LEC)

User Manual





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About this manual

This manual describes the Allo product application and explains how to work and use it major features. It serves as a means to describe the user interface and how to use it to accomplish common tasks. This manual also describes the underlying assumptions and users make the underlying data model.

Document Conventions

In this manual, certain words are represented in different fonts, typefaces, sizes, and weights. This highlighting is systematic; different words are represented in the same style to indicate their inclusion in a specific category. Additionally, this document has different strategies to draw User attention to certain pieces of information. In order of how critical the information is to your system, these items are marked as a note, tip, important, caution, or warning.



- **Bold** indicates the name of the menu items, options, dialog boxes, windows and functions.
- The color <u>blue</u> with underline is used to indicate cross-references and hyperlinks.
- Numbered Paragraphs Numbered paragraphs are used to indicate tasks that need to be carried out. Text in paragraphs without numbering represents ordinary information.
- The Courier font indicates a command sequence, file type, URL, Folder/File name e.g. <u>www.allo.com</u>

Support Information

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1. Introduction

The ALLO Conference Server allows you to schedule and manage conference calls using a Webbased interface.

Tele conferencing is an important part of modern business communications, connecting offices, remote workers and customers. Conferencing can save thousands of dollars and hours otherwise spent on travel, lodging and logistics for face-to- face meetings. Unfortunately, traditional conferencing systems tend to be proprietary, difficult to integrate and prohibitively expensive. Asterisk changes that.

Allo has integrated conferencing features any company can operate its own conference server for a fraction of the price of traditional commercial systems. Allo conference servers can operate as stand-alone devices connected directly to the PSTN, or as private resources connected behind existing PBX systems. VoIP- only systems require no additional hardware and no per server or per seat license fee. Systems that connect with analog or digital telephony technologies require only an ALLO interface card.

2. Features

- 1. Different user modes like admin, marked and normal.
- 2. Run AGI script while user enters into conference.
- 3. Announcements like user count, user join/leave, and marked user entered, kicked from conference, custom intro file play back.
- 4. Music on hold when the conference has a single caller.
- 5. Allow user to exit the conference by pressing a single digit.
- 6. Record conference.
- 7. Conference menu for user and admin users on pressing *.
- 8. Allow user to exit the conference by entering a valid single digit extension.
- 9. Time out for user/conference rooms.
- 10. Invite user by outbound call.
- 11. Play the last recorded file.
- 12. Monitor (list active conference rooms and users) and control the Conference (kick user, invite user etc) from the UI.

3. Overview

In conference, all the voice samples of the users are added and the resulting signal will be sent to each user after removing its own samples. The mixer is the main part of a conference bridge which will make the process of adding all channel samples and consume CPU.

Figure 1 shows the normal conference server where the mixing is done the host CPU.

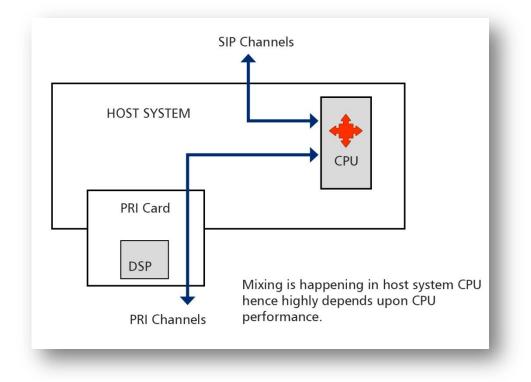


Figure 1: Normal Conference Setup

On the PRI conference server the mixing is done by the DSP on the PRI card (figure 2) hence it consumes very less host CPU cycles when compared to the normal conference.

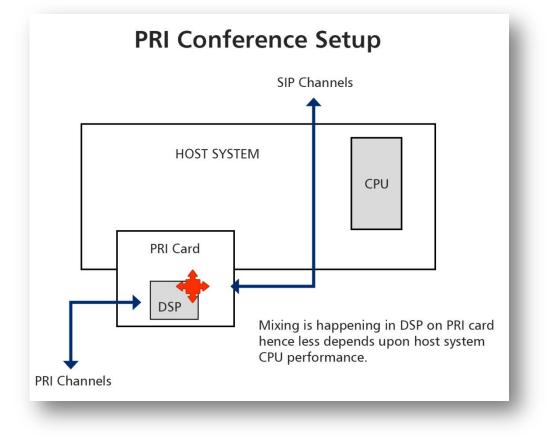


Figure 2: PRI Conference Setup

3.1 Calculation of maximum number of channels available for conference

Maximum number of channels available for conference = (total number of B channels on PRI card - no. conf rooms * 2)

Maximum number of channels available for the conference again divided into PRI and SIP channels.PRI channels will be the number of real PRI channels available and SIP channels will be the number of available dummy channels.

SIP channels = maximum number of channels available for conference - real PRI channels

3.1.1 For 4 span PRI card (with 3, 4 spans loop backed)

Maximum number of channels available for conference = (120 - no.conf rooms * 2)

SIP channels = maximum number of channels available for conference - 60

| No of Conference | Available channels | PRI | SIP |
|------------------|--------------------|-----|-----|
| Rooms | | | |
| 1 | 118 | 60 | 58 |
| 2 | 116 | 60 | 56 |
| 3 | 114 | 60 | 54 |
| 4 | 112 | 60 | 52 |
| 5 | 110 | 60 | 50 |
| 6 | 108 | 60 | 48 |
| 7 | 106 | 60 | 46 |
| 8 | 104 | 60 | 44 |
| 9 | 102 | 60 | 42 |
| 10 | 100 | 60 | 40 |
| 11 | 98 | 60 | 38 |
| 12 | 96 | 60 | 36 |
| 13 | 94 | 60 | 34 |
| 14 | 92 | 60 | 32 |
| 15 | 90 | 60 | 30 |
| 16 | 88 | 60 | 28 |
| 17 | 86 | 60 | 26 |
| 18 | 84 | 60 | 24 |
| 19 | 82 | 60 | 22 |
| 20 | 80 | 60 | 20 |
| 21 | 78 | 60 | 18 |
| 22 | 76 | 60 | 16 |
| 23 | 74 | 60 | 14 |
| 24 | 72 | 60 | 12 |

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3.2 Calculation of max number of conference rooms

Max no. rooms = total number of B channels on PRI card / (channels per conf room + 2)

3.2.1 For 4 span PRI card (with 3, 4 spans loop backed)

Max no. rooms = 120 / (channels per conf room + 2)

| Channels per conference | No of Rooms |
|-------------------------|-------------|
| Room | |
| 3 | 24 |
| 4 | 20 |
| 5 | 17 |
| 6 | 15 |
| 7 | 13 |
| 8 | 12 |
| 9 | 10 |
| 10 | 10 |
| 11 | 9 |
| 12 | 8 |
| 13 | 8 |
| 14 | 7 |
| 15 | 7 |
| 16 | 6 |
| 17 | 6 |
| 18 | 6 |
| 19-22 | 5 |
| 23-28 | 4 |
| 29-38 | 3 |
| 39-58 | 2 |
| 59-118 | 1 |

3.2.2 Dummy channels:

As the PRI conference server used DSP Conference Bridge the SIP channel data need to be brought to DSP which is on the PRI card. So user has to reserve at least one span for this purpose. Channels on this span/s are called dummy channels.

The number of SIP channels can be added to the conference is proportional to the number of dummy channels. For card with one span user have to use the same span for dummy channels(Eg:-group id -11), in this case the number of SIP channels can be added is proportional to number of free channels in the span and user cannot use the same channel at the same time as dummy channel and normal channel for calls.

For cards with more than two spans, dummy channels can be created by physically looping back two spans, in this case user have to combine the two spans in a group and configure the common group id.

4. Installation Steps

4.1 Installation of Pre-requisite packages

Dahdi version (2.9.1.1) from allo.com and Asterisk (12.1.1) from source

Install all of Asterisk's dependencies that are required to compile asterisk.

The conference server source code can be obtained through ALLO.com. The conference server application is tested with an Asterisk 12.1.1 standard open source code.

The software also needs webserver, php (version >=5.3) and sqlite (version 3) software packages. The user can use the existing packages in their PC or use installation script to install it.

The installation script present in the source code can be used for installing the software. The script will patch dahdi and Asterisk source code; the paths for both sources need to be entered by the user while running the installation script.

4.2 Conference Server Installation Steps

 The file downloaded will need to be extracted before compiling. Use the GNU tar application to extract the source code from compressed archive. This is a simple process that can be achieved through the following commands:

\$tar xvfz conferenceserver_<version>.tar.gz

2. Go to PCS folder then execute.

\$cd PCS

3. Run Install Script

\$./install script.sh

- I. Enter the dahdi 2.9.1.1 source path
- II. Enter the asterisk 12.1.1 source path.
- III. If user have own web server they can configure it by using the steps given below.Other wise choose installation script to install the packages and configure it.

While installing webserver, using the installation script choose the type of OS in use.

- IV. Select installation script to install sqlite3, if it's not presented.
- V. Select installation script to install php, if it's not presented.

If everything goes fine "success" will be printed.

- 4. For card with 4 spans, make sure that span 3 and span 4 are UP in asterisk by connecting a loop back cable for the dummy channels.
- 5. Configure AMI (Asterisk Manager Interface) in manager.conf .You can use the previous settings if any.

Eg:-

```
[general]
enabled = yes
webenabled = yes
port = 5038
bindaddr = 0.0.0.0
```



[admin]

secret = admin

all

read = system,call,log,verbose,agent,user,config,dtmf,reporting,cdr,dialplan

- write = system,call,agent,user,config,command,reporting,originate,message
- 6. Include CEM_Meetmeallo.conf file at the end of all incoming contexts as required using

#include CEM_Meetmeallo.conf

- 7. Create an outbound call context for making out-bound calls from the conference.
- 8. Mail Transfer Agent configuration. You can use the existing MTA if any or follow the below steps to install and configure the MTA.

I.Install ssmtp

For Ubuntu

\$sudo apt-get install ssmtp

For centos

\$wget -c http://dl.fedoraproject.org/pub/epel/5/x86_64/epel-release-5-4.noarch.rpm

\$rpm -ivh epel-release-5-4.noarch.rpm

\$yum -y install ssmtp

\$alternatives -- config mta # select sendmail.ssmtp

II. sudo vim /etc/ssmtp/ssmtp.conf

Config file for sSMTP sendmail

#

root=MyEmailAddress@gmail.com

mailhub=smtp.gmail.com:587

AuthUser=MyEmailAddress@gmail.com

AuthPass=MyPassword

UseTLS=YES

UseSTARTTLS=YES



rewriteDomain=gmail.com

hostname=MyEmailAddress@gmail.com

FromLineOverride=YES

III. sudo vim /etc/ssmtp/revaliases

root:YourFromName@gmail.com:smtp.gmail.com:587

IV. 8.4.Test the mta with

\$echo "hello" | ssmtp ToName@gmail.com

In centos if you get 'sendmail: Cannot open smtp.gmail.com:587' error add TLS_CA_File=/etc/pki/tls/certs/ca-bundle.crt

at the end of /etc/ssmtp/ssmtp.conf

For step II and III replace with your own credentials.

5. Manual Configuration for Webserver

1. Copy the Conference GUI folder to the http server document root path and provide proper permissions.

```
Ex-
cp -rf GUI /var/www/
chmod 777 -R /var/www/GUI/DB
chown www-data: www-data -R /var/www/GUI/DB
```



The document root may vary for different web server.

2. Add root permission for the web server user.

On the command prompt run visudo.

Add the following line to the file and save it.

<http-server-username> ALL= NOPASSWD: ALL

Ex-

```
www-data ALL= NOPASSWD: ALL
```

The web server user may vary for different web server.



3. Configure php cgi.

Configuration for php may vary for different web server. Not providing an example.

Your Installation of conference server is now complete.

6. Conference Server

6.1 Accessing the WEB GUI

Conference Server Web GUI can be accessed through browser at <u>http://<conferenceserver</u>

<u>IP>/GUI</u>

Eg: <u>http://192.168.1.100/GUI</u>.

There are three types of users for the conference server.

- 1. System Admin
- 2. Creator
- 3. Conference admin

1. System Admin

Login using the default username & password (Default: Username: admin; Password: admin). Successful login takes you to the ALLO.COM'S Conference Server.







The Recommended web browser to access GUI is Mozilla Firefox.

Please change the default administrator password to alphanumeric, to prevent hacking.

| ALLO.COM'S Conference Server | | APPLY |
|---------------------------------|---------|-------------------|
| sterisk Status: 🥪 Connected | Refresh | Welcome creator · |
| | | Web Settings |
| | | Logout |

Figure 4: Log out

Web Settings: Here you can change the administrator password settings.

| - 1121 SN - 5222 - 531 | | 10 000 |
|---------------------------|----------|-----------|
| Session Timeout | 3600 | (seconds) |
| <u>Default Filtering</u> | | |
| Entries per page | All 💌 | |
| Change Password | ⊙Yes ○No | |
| Old Password | •••• | |
| New Password | ••••• | |
| Re-type Password | | |

Figure 5: Web Settings

Web Session Timeout: Duration after which current web login session expires. Default: 3600 sec

Default Filtering: Number of entries in a table per page to be displayed.

Change Password: Modify Administrator password here.

Click on **"SAVE "**button, followed by "**APPLY CHANGES**" button to update the configuration changes.

Logout: It will take you out of the web interface.

7. System Admin

7.1 AMI Configuration (Asterisk Manager Interface)

The conference GUI will communicate with the asterisk using the AMI. Enter the AMI configuration details of the Asterisk. (Please refer installation steps)

| risk Status: 싙 Connected | | | Refresh | Welcome Administrator 👹 |
|--------------------------|---------------------------------|---------------------------------------|---------|-------------------------|
| AMI Configuration 🔉 | AMI Configuration | Asterisk Manager Inter | face) 🕜 | |
| DID List | | · · · · · · · · · · · · · · · · · · · | | |
| Channel Group ID | Configuration Parameters | | | |
| Email Settings | 40 | | | |
| | IP Address | 127.0.0.1 | | |
| | Port | 5038 | | |
| | Username | hello | | |
| | Password | world | | |
| | | | | |
| | | | | |

Figure 6: AMI Configuration

Configuration Parameters

| IP Address | Do not change the IP address. |
|------------|---|
| Port | Enter the Port number used for AMI. E.g.: 5038 (required entry). |
| Username | It specifies the name of AMI user. (Required entry). |
| Password | Enter the password to authenticate AMI registrations for the users. |

7.2 DID List

For each PRI line, the service provider would provide more around 100-500 numbers which can be used by outsiders to call the extension directly.



| dd DID | | | | × |
|--------|--------|------|------|--------|
| | DID No | 4007 | | |
| | | | SAVE | CANCEL |

Figure 7: Add DID Number

Here you can configure the range of the DID numbers provided by the service provider, e.g.: 5000 to 5010.

| DID Range | | To | 4008 | |
|-----------|------|----|------|--|
| | 4001 | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Figure 8: Create DID Range

| Channel Group ID | Show 📶 💟 entrie | | | Search: |
|------------------|--------------------|------------|-----------|----------------------------|
| Email Settings | | DID | © Options | |
| | | 100 | × | |
| | | 101 | × | |
| | | 102 | × | |
| | | 103 | × | |
| | | 104 | × | |
| | | 105 | × | |
| | | 106 | × | |
| | | 107 | ¥ | |
| | Showing 1 to 11 of | 11 entries | | First Previous 1 Next Last |

Figure 9: DID Routing

Channel Group ID

Enter the span group ID to be used for dummy channels.

| DID List | | | |
|--------------------|---------------------------------|----|--|
| Channel Group ID > | Configuration Parameters | | |
| Email Settings | | | |
| | Group ID | 12 | |
| | | | |
| | | | |
| | Save | | |

Figure 10: Channel Group ID

The dummy channels are used in the PRI card for announcement, recording and connecting SIP channels into conference. For 1 port card, the id will be same as the real span id.

7.3 Email Settings

Email settings for the sender name, contents of the emails send to conference admin and end user.

7.3.1 Server Settings

Navigate through Email Settings > Server Settings

 $^{>}$ Please enter your email address (e.g., <u>myname@allo.com</u>) and the same is configured in

the MTA.

| MI Configuration | Email Settings @ | | | |
|-------------------|--|---|---------------------------|--|
| hannel Group ID | Server Settings Messa | ge Settings (Conf. Admin) Messai | ge Settings (Conf. Users) | |
| mail Settings 🔹 🗲 | Email-ID | A2b@g.com | | |
| | Select Timezone | Asia/Baku | ¥ | |
| | Note: Please provide 1. The same Email-id 2. The same timezone | as configured in your Sendmail Configur as set in your system. | ation. | |
| | | | | |
| | Save | | | |

Figure 11: Email Settings

| Email ID | Enter the email id for the server settings. E.g.: <u>abc@gmail.com</u> |
|------------------|--|
| Select Time zone | Select the correct time zone for the location where the conference is |
| | happened using the Time Zone dropdown box. Default: Asia/Kolkata. |

- **1.** The same Email–id as configured in your Send mail configuration.
- 2. The same time zone as set in your system

7.3.2 Message Settings (Conf.Admin)

Navigate through Email Settings > Message Settings

Here, the content of the email send to the corresponding conference administrator when a conference is created/modified.

When the customized conference messages are being updated with "Add Headers" button, that specific header will be added at the end of the message. It's similar to the following appearing on the screen. A message appears confirming that the customized message have been added to the defaults.

E.g.: Conference ID

#CONFID will be added in the body of message.

| DID List Channel Group ID | Server Settings | Message Settings (Conf. Admin) Message Settings (Conf. Users) |
|------------------------------|-----------------|---|
| Email Settings 🔹 🗲 | Customized | d Conference Message |
| | Body | Add Headers Conference Id 💽 Add |
| | | Login URL: 192.168.0.76:8089 Conference ID: #CONFID Conference Date: #START_DATE Conference Time: #START_TIME Max Members: #MAX_MEMBERS |
| | | |
| | | |
| | Save | |

Figure 12: Message Settings (Conf.Admin)

7.3.3 Message Settings (Conf.Users)

Navigate through Email Settings > Message Settings

This is the content of the email send to the corresponding conference end users when conference administrator creates/modifies a conference.

| Channel Group ID | Server Settings | Message Settings (Conf. Admin) Message Settings (Conf. Users) |
|------------------|-----------------|---|
| eman berungs 🖌 | Customized | d Conference Message |
| | Body | Add Headers Conference Id 💌 Add |
| | | Conference ID: #CONFID Conference Date: #START_DATE Conference Time: #START_TIME PIN: #PIN |
| | | |
| | | |

Figure 13: Message Settings (Conf.Users)



8. Conference Creator

Login as Conference Creator (username: creator / password: creator)

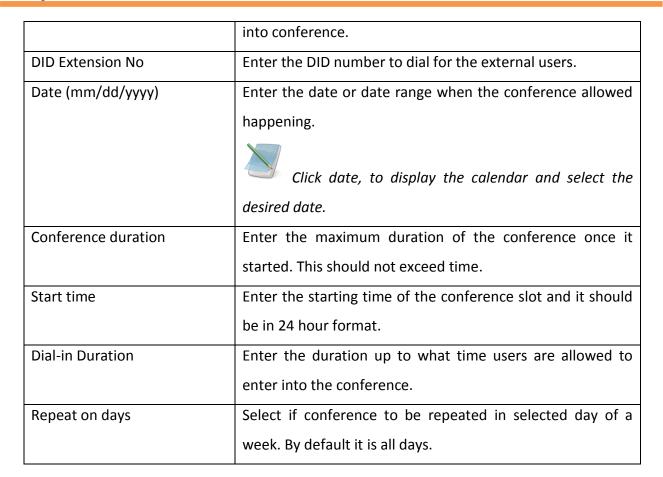
8.1 Create Conference

Create conference for the conference admin.

| Conference ID | 9990 | | ^ |
|---------------------------------|--------------------|-------------------------|---|
| Created For(User ID) | admin | | |
| Created For(Email ID) | admin1@allo.com | | |
| Max Participants | 100 | | |
| Conf. Ext. No. (Internal Users) | 2001 | | |
| DID Ext. No. (External Users) | 4001 😪 | | |
| Date (mm/dd/yyyy) | 12/17/2014 - 12/17 | /2014 | |
| Conf. Duration | 999 | (in mins) | |
| Start Time (hh:mm) | 12.15 | (24 hrs, Timezone: IST) | |
| Login Duration | 23 : 58 (hours: | mins) | - |
| Repeat on days | | | |
| Available | Selected | | ~ |

Figure 14: Create Conference

| Conference Number | Enter the unique conference number for create conference |
|------------------------|--|
| | (positive integer). |
| Created For (User ID) | Enter the name of the conference admin to whom creator |
| | wants to create a conference. |
| Created For (Email ID) | Enter the email id for the conference admin. |
| Max Participants | It specifies maximum number of participants allowed. |
| Conf. Extension No | Enter the extension no for the internal SIP users to enter |



| Shov | V All 🔽 (| entries | | | _ | 9 | Search: | | |
|------|-----------|-------------|----------------------------|-----------------|-----|-----------|----------|--------|-----|
| | No. 0 | Conf. ID | Created For | o Max Partie | o O | otions \$ | Options | | |
| | 1 | 9990 | ajay(ajaysomashekar@gm | ail.com) | 119 | c,I,k | ,M,p,s,S | × | < |
| | 2 | 8881 | ani(megapbxpri@gmail.com | n) | 117 | | | × | < |
| | З | 7771 | aj(megapbxpri@gmail.com) | i. | 118 | s | | 1 | ٢ |
| | 4 | 5551 | ajay(megapbxpri@gmail.co | m) | 118 | | | × | (|
| | 5 | 8899 | joyel(harilalpb@gmail.com) | | 10 | | | 1 | ٤ |
| | 6 | 6661 | ashish(megapbxpri@gmail. | com) | 118 | | | 1 | (|
| | 7 | 8009 | joby(joby.joseph@cem-solu | utions.net) | 3 | | | 1 | ¢ |
| | 8 | 6662 | ajay(ajaysomashekar@gm | ail.com) | 10 | | | 1 | ٤ |
| Shov | ving 1 to | 10 of 10 e | ntries | | | First | Previous | 1 Next | - 1 |

Figure 15: Conference List

© allo

The Conference lists that have been created are displayed.

You have the options to select the conference name that you wish to Edit/Delete on screen.

Click \bigotimes icon to delete the selected items.

| \wedge | Are you sur items? | e you want | t to delete 1 | the selected | |
|----------|-----------------------|------------|---------------|--------------|-----|
| • | | | | | 10- |

Figure 16: Delete

| List of Op | tions | | - |
|------------|--------------|---|---|
| Option | Description | | |
| 🗹 b | Run AGI scr | pt | |
| | Select file | meetmeallo_playrecord.agi 🗙 | |
| C c | Announce u | ser(s) count on joining a conference | |
| G | Play an intr | o announcement in conference | |
| 🗖 i | Announce u | ser join/leave with review | |
| 🖌 I | Announce u | ser join/leave without review | |
| 🗹 k | | onference if there is only one cipant left at exit | |
| 🔽 M | Enable mus | ic on hold when the conference has a single caller | |
| | Select cla | ss default 💌 | |
| 🗹 p | | o exit the conference by pressing or any of the defined keys | |
| | Exit Key | 7 | |
| 🗌 r | Record conf | erence | |
| S S | Present me | nu(user or admin) when * is received | |
| 1 | Do not play | message when first person enters | ~ |

Figure 17: Edit Conference

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| Option | Description |
|--------|---|
| b | Run AGI Script |
| с | Announce user(s) count on joining a conference. |
| С | Continue in dialplan when kicked out of conference |
| G | Play an intro announcement in conference. |
| i | Announce user join/leave with review |
| I | Announce user join/leave without review |
| k | Close the conference if there is only one active participant left at exist. |
| М | Enable music on hold when the conference has a single caller. |
| Р | Allow user to exit the conference by pressing # (default) or any of the defined keys. |
| r | Recorded Conference |
| s | Present menu (user or admin) when* is received |
| Х | Allow user to exist the conference by entering a value single digit extension. |
| 1 | Do not play message when first person enters |
| L | Limit the conference to x seconds. Play a warning when y seconds are left. |
| | Repeat the warning every z seconds. |
| na | Invite user by outbound call |
| na | Play the last recorded file |

8.2 Outbound Dial

Navigate through Outbound Dial. This is where you can configure the Outbound Dialing context for inviting users via out-bound calls. The details to be filled are given as

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| Configuration Parameters | | |
|------------------------------|------------|--|
| Context | invite | |
| Conference Name | CEM-SERVER | |
| | | |

Figure 18: Outbound Dialing Configuration

| Context | Enter the Outbound Dialing context name. |
|-----------------|---|
| Conference Name | Enter the name of the conference which will be displayed in the |
| | caller name for SIP users for incoming call. |

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9. Conference Admin User

Login as the default username/password provided in the email invitation.

9.1 Conference Settings

This chapter provides detailed information to configure conference users, user type, pin numbers etc. Here some options are read only.

| Live Conferences | | | | | |
|------------------|------|--|----------------------------|---------|---|
| Recordings | Show | All 😒 entries | | Search: | |
| | No. | Usertype | Internal/External Ext. No. | Options | |
| | 1 | Conference ID: 9990 | | | ^ |
| | | Internal | 2001 | | |
| | | External | 4001 | | |
| | 2 | Conference ID: 5551 (New) | | | |
| | | Internal | 2005 | | |
| | | External | 4005 | | |
| | з | Conference ID: 6662 (New) | | | |
| | Ţ. | Internal | 2011 | | - |
| | | and the second sec | | | ~ |

Figure 19: Conference Settings

Click Edit button, you will be navigated to Edit Manage Conference screen page. In this page you can edit the date, time and participants etc.

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| Date | | 12/12/2014 | - 01/31/2 | 015 | |
|-------------------------|---------|-------------------------------|-------------|----------|--|
| Days | | Mon,Tues,W | /ed,Thu,Fri | ,Sat,Sun | |
| Time | | 12:10 | | | |
| Dial-in Duration | | 1439 | |] | |
| Maximum m | embers | 119 | |] | |
| Ext. for Internal Users | | 2001 | |] | |
| Admin PIN | | 111 | |] | |
| Speaker PIN | | 222 | | 1 | |
| Listener PIN | | 333 | | 1 | |
| Participant | 5 | | | | |
| Туре | Speaker | * | | | |
| Email | | | Add | | |
| | | axmi@gmail. 🔺 pri@gmail.cr | Remove | | |

Figure 20: Manage Conference

| Date | Specifies the date when the conference is Scheduled. e.g.: |
|--------------------|--|
| | 05/2/2015. (Read only) |
| Days | Repeat status on week days (Read only) |
| Time | Start time of the conference (Read only) |
| Dial-in Duration | Duration from the starting time up to what time users are |
| | allowed to join.(Read only) |
| Maximum Members | Maximum number of users allowed joining in the |
| | conference. (Read only) |
| Conf. Extension No | Number of dial for joining in the conference for |
| | internal/external users. (Read only) |
| Admin Pin | Specifies the PIN for the admin user to join the conference, |
| | e.g.: 555. Admin is the one who can speak, listen, invite, |

| | kick users in the conference. |
|--------------|--|
| Speaker Pin | It indicates PIN number for the user, who can only speak and listen. |
| Listener Pin | PIN number for the user, who can only listen but can't |
| | speak. |
| Participants | |
| Туре | Administrator/speaker/listener. |
| | When adding users in the conference, you can select what |
| | permission you have. |
| Email | Enter the email id of the end-user. |

Schedule conference is the term we used to fix the conference at an exact time for particular people with corresponding access like admin, speaker and listener.

9.2 Live Conferences

Monitor conferences happening now and add users dynamically into the conference.

| LiveConferences > | - | | | | | | |
|-------------------|--------------------|-----------------------------------|-----------------|---------|---------|----------|------------------|
| Recordings | Show All 👽 entries | | | Search: | | | |
| | No. | Conference ID | O Total Members | 0 D | uration | ¢ | Options |
| | 1 | 1234 | 1 | 00 | 1:25:02 | | |
| | Showing | g 1 to 1 of 1 entries | | | Fi | rst Prev | ious 1 Next Last |

Figure 21: Live Conferences

| Conference ID | It specifies the unique conference ID. E.g. 1234 |
|---------------|--|
| Total Members | It indicates the number of participants. |
| Duration | It specifies the length of the conference. |
| Options | Options for volume control/mute/unmute/kick |

Click Edit button, you will be navigated to Edit Manage Conference screen page. In this page you can invite the user with various options.

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| Invite User | userid | Listener 💌 | Invite |
|-------------|-----------|------------|---------|
| List of Use | rs | | |
| No. | User ID | | Option |
| 1 | 1000 | | 🦾 🚺 [-] |
| Setting | Volume | | Option |
| Mic | \square | | |
| Speaker | \square | | Set |
| | | | |
| | | | |

Figure 22: Manage Conference

You can invite other users to the same conference room by using user id. User can change the volume settings for Mick and speaker.

| Options | Description |
|---------|---|
| | Kick- eject user out of the conference. |
| -80 | |
| | Mute/Unmute |
| × | |

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9.3 Recordings

Recorded Conferences — You can view / play the recorded conferences here.

| Recordings | Show 📶 😒 entries | | | | Sear | ch: | |
|------------|------------------|---------------------|---|----------|------|---------|---|
| | Conference ID | * Time | 0 | Filesize | 0 | Options | |
| | 553 | 2014-12-17_12:58:25 | | 667 kb | | | ^ |
| | 553 | 2014-12-17_12:41:52 | | 289 kb | | • | |
| | 553 | 2014-12-17_12:38:14 | | 177 kb | | | _ |
| | 553 | 2014-12-17_12:35:57 | | 682 kb | | Þ | |
| | 553 | 2014-12-17_12:34:33 | | 1170 kb | | | |
| | 553 | 2014-12-17_12:34:13 | | 208 kb | | | |
| | 553 | 2014-12-17_12:33:44 | | 321 kb | | | |
| | 553 | 2014-12-17_12:29:43 | | 1700 kb | | | |
| | 553 | 2014-12-17_12:29:11 | | 392 kb | | Þ | |
| | 550 | 0014 10 17 10:0E.EC | | 2200 LL | | K | N |

Figure 23: Conference Recordings

| Conference ID | Unique conference id. |
|---------------|---|
| Time | Time the files are created. |
| File Size | It specifies the size of the recording. |
| Options | Click play, the file on the browser. |

Thank you for choosing

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