

VIDYOCONNECT™ FOR GOOGLE CHROME

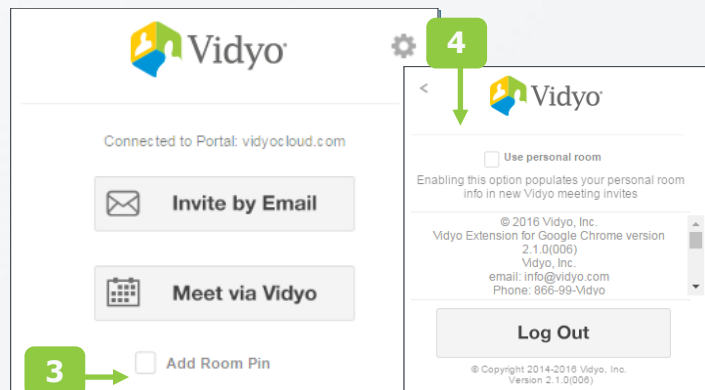
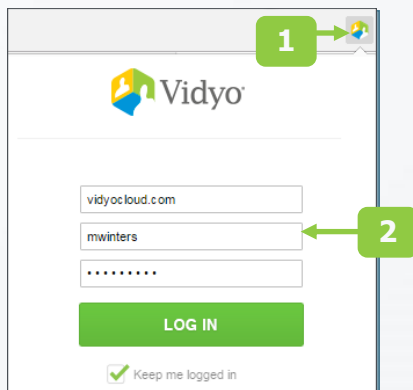


VidyoConnect™

VIDYOCONNECT INTEGRATIONS

SETUP

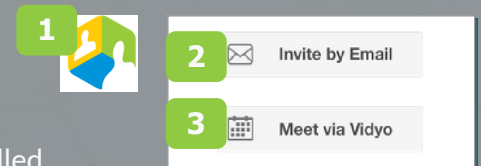
1. Work with your IT team to access the Vidyo extension for one click scheduling. Once enabled a Vidyo cube will appear in the top right of your Google Chrome browser.
2. Enter your organization's VidyoPortal™ address followed by your username and password. Check the **Keep me logged in** box to have continuous access to the scheduling tools.
3. The Vidyo Extension for Google Chrome will default to creating a single use room for scheduled meetings.
 - If choosing the single use room option select the **Add Room Pin** box to have a randomly generated PIN associated with each invitation.
4. Adjust settings regarding scheduling.
 - To use your personal meeting room for all scheduled meetings click **Use personal room**.
 - Log out of the plug-in.



SCHEDULE & CONNECT

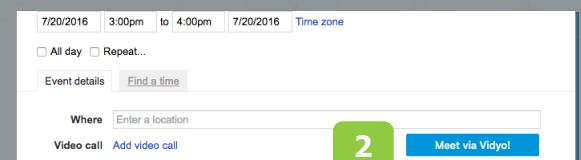
Schedule a Vidyo Enabled Conference from the Vidyo Extension

1. Click the Vidyo cube icon in your Google Chrome browser.
2. **Invite by Email** opens a Gmail message with Vidyo information pre-filled.
3. **Meet via Vidyo** opens a Google calendar invite with Vidyo information pre-filled.



Schedule a Vidyo Enabled Conference from Google Calendar

1. Open a new calendar invitation from your Google Calendar.
2. Click the **Meet via Vidyo!** button to Vidyo enable any conference.



Join a Vidyo Enabled Conference

1. Click the calendar invitation from your Google Calendar and select **Join Video Call**.
2. Open the calendar invitation from your Google Calendar and click **Join via Vidyo**.

