



VC-Control - Collections

VC-Control

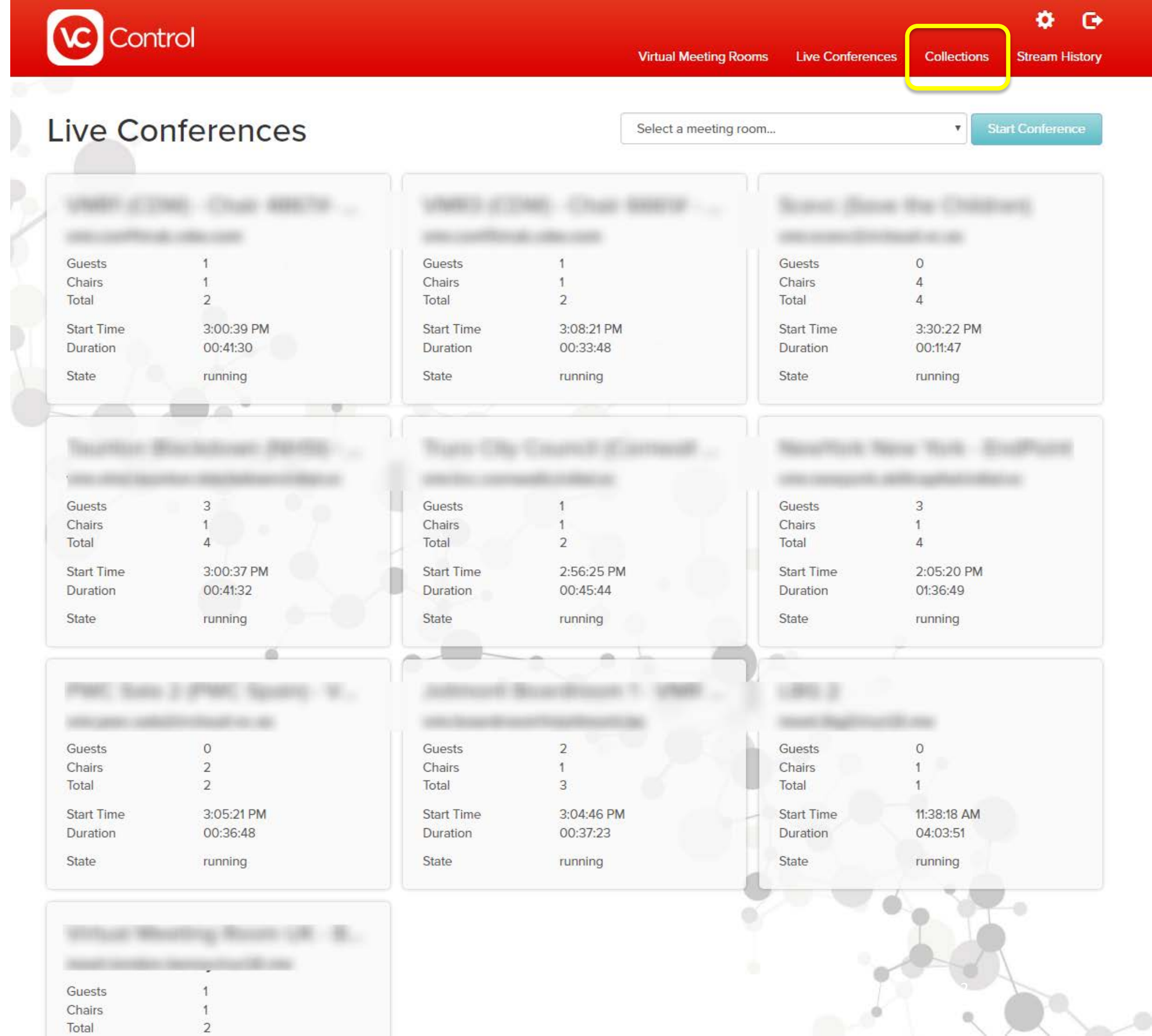
<https://vccontrol.uci2i.com>

VC-Control is used to managed UCi2i virtual meeting rooms (VMR)

Collections allow for a group of participants to be dialled using a single group identity.

To use the feature, follow these instructions:

1. Login to the application
2. Click Collections (see yellow highlight)



Build a Collection

1. Select your company name and click 'Manage'.
2. Add a new Group for the meeting required by clicking the 'Add Group' button (1) and giving it a logical name so that it's easily identifiable.
3. Search for contacts in the group by searching the Available Contacts section (2)
4. Add (or Remove) the contacts by clicking the buttons (3) (or drag-and-drop). There is no need to Save as this is immediately applied.

VC Control

Virtual Meeting Rooms Live Conferences Collections Stream History

UCi2i

1

2

3

3

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Join a VMR

1. In a VMR, click the Contacts button (1) to load the Contacts screen

VC Control Virtual Meeting Rooms Live Conferences Collections Stream History

Back to Conferences

Conference Details

Tim Kefford

Start Time	3:43:02 PM
Duration	00:00:17
Status	running
Participants	1
Chair PIN	2580
Guest PIN	Not set
Conference Number	30302
Seats	Not set

Streaming
Send a stream of this conference to your designated content provider
[Send Stream](#)

Add Participant
Select a participant or enter an address below.

[As Chair](#) [As Guest](#)

Options
 Send Email Invitation
 Show Telephone Numbers

Standard Advanced

Lock Off
Unlock On

Tim Kefford
Chair Off
SIP On
Duration 00:00:17

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Invite a Group

1. Click on the Groups tab
2. Select the Group to invite into the VMR
3. Click on the Invite Group button (2) and this will initiate the dial out to all contacts within the Group

Note: reasons for a contact to not join include being offline or rejecting the call

The screenshot shows the 'Address Book' dialog box in the VC Control interface. The 'Groups' tab is selected, indicated by a yellow box and the number '1'. Below the tabs, there are four group cards: 'Monday Ops Meeting' (4 entries), 'Product Development' (2 entries), 'Test for Collections' (4 entries), and 'UK Management Team' (5 entries). The 'Test for Collections' group is selected, and its details are shown below. The 'Invite Group' button is highlighted with a yellow box and the number '2'. The background shows a conference control interface with a participant card for Tim Kefford, who is the Chair and has a microphone icon with a red 'X' over it, indicating they are offline. The interface also shows a search bar, a 'Stream History' button, and a 'Back to Conferences' button. At the bottom, there is a BSI ISO/IEC 27001 Information Security Management logo and a copyright notice: '© COPYRIGHT 2017 UC12i. All Rights Reserved. Version 2.1.9'.



Manage VMR

Once you have dialled out to the contacts and they have all joined, then a typical meeting will look like this.

The conference controls available are:

1. Conference information
2. Add Participants, either by video address or via Contacts button
3. Stream a conference to any RTMP provider – default is YouTube
4. Options – send an email invite to join, or find a local telephone dial-in number for international countries
5. Global conference controls
6. Participant conference controls
7. Advanced information – live call statistics
8. Individual participant list

The screenshot displays the 'VC Control' interface for a conference. The top navigation bar includes 'Virtual Meeting Rooms', 'Live Conferences', 'Collections', and 'Stream History'. The main content area is titled 'Conference Details' and features several numbered callouts (1-8) pointing to specific controls:

- 1:** Conference information panel for 'Tim Kefford' showing start time (3:48:39 PM), duration (00:00:47), status (running), 3 participants, chair PIN (2580), guest PIN (Not set), conference number (30302), and seats (Not set).
- 2:** 'Add Participant' section with a search field and 'As Chair'/'As Guest' buttons.
- 3:** 'Streaming' section with a 'Send Stream' button.
- 4:** 'Options' section with 'Send Email Invitation' and 'Show Telephone Numbers' links.
- 5:** Global conference controls including 'Lock', 'Unlock', 'Off', and 'On' buttons.
- 6:** Participant conference controls for 'Joe Gass' (Guest SIP) and 'Tim Kefford' (Chair SIP), both with 'Off' and 'On' buttons.
- 7:** 'Advanced' information tab selected in the participant list.
- 8:** Individual participant list showing 'Joe Gass' (Duration 00:00:16) and 'Tim Kefford' (Duration 00:00:46).

Additional elements include a 'Back to Conferences' link, a BSI ISO/IEC 27001 certification logo, and a copyright notice: '© COPYRIGHT 2017 UCI2I. All Rights Reserved Version 2.1.9'.