

How to conduct Cisco Virtual meetings

Please read the instructions carefully

This document contains:

1. [Quick guide on joining through browser](#)
2. [Quick guide on joining through phone](#)
3. [Quick guide on creating the virtual meeting rooms](#)

Press the links to jump to the relevant part of the guide.

Quick guide: Joining through browser

Browse to <https://join.video.nets.eu/>

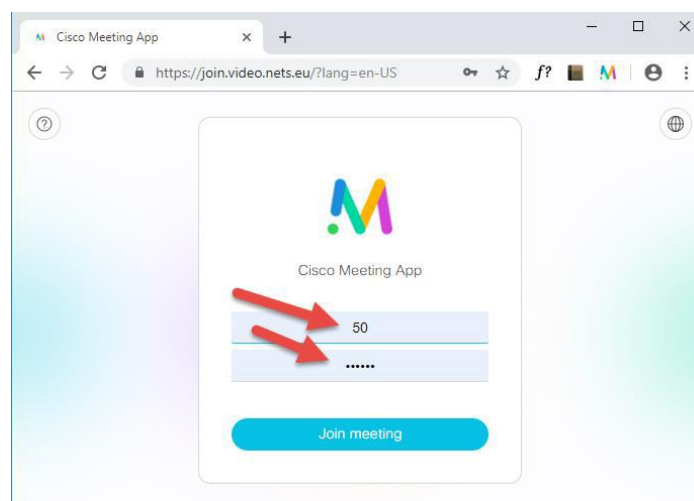
(OBS! Supported browsers are: **Chrome**, **Firefox** and **Safari**)

You will be presented with a log-in prompt, where you can type in the meeting ID and pin. The meeting information is given in the virtual meeting room information:

Meeting50 join.nets@video.nets.eu +4722790011 IP 91.102.25.124 call ID **50**# PIN **123456**# (example)

The ID in this example is: 50

The PIN in this example is: 123456.



You can then input your name and press “join meeting”.

You have now joined the meeting.

Quick guide: Joining through phone

Call one of our access numbers:

- +47 22790011 in Norway
- +45 44880011 in Denmark
- +46 86099511 in Sweden
- +49 69 7922 6910 in Germany

(If you are calling from outside the above countries, you can choose any one of them to call)

You will be presented with a log-in prompt, where you can type in the meeting ID and pin. The meeting information is given in the virtual meeting room information:

Meeting50 join.nets@video.nets.eu +4722790011 IP 91.102.25.124 call ID **50**# PIN **123456**# (example)

The ID in this example is: 50

The PIN in this example is: 123456.

You have now joined the meeting.

Quick guide: Creating the virtual meeting rooms

Booking a virtual meeting room in Nets

In Nets all virtual meeting rooms are available for booking through Pronestor – which is an add-on to Outlook.

Booking a virtual meeting room in Concardis

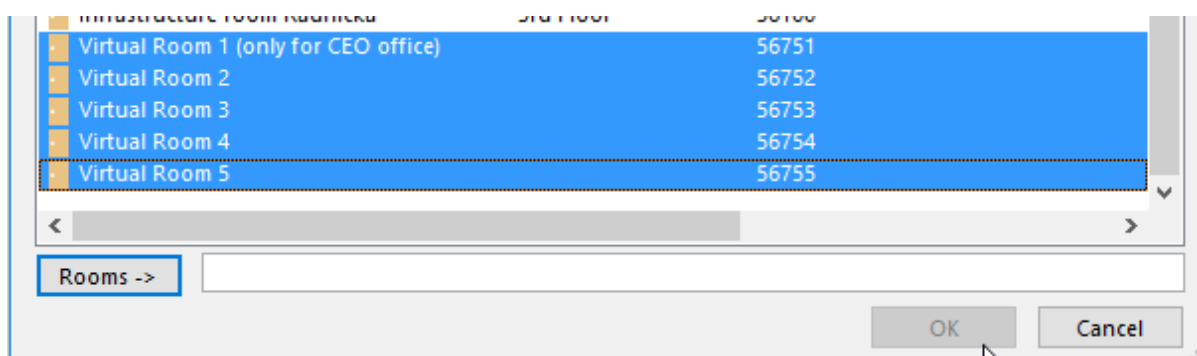
Currently we have three public Nets meeting rooms available.

Webex01 - https://join.video.nets.eu +496979226910 call I...
Webex02 - https://join.video.nets.eu +496979226910 call I...
Webex03 - https://join.video.nets.eu +496979226910 call I...

You can book these public rooms and you can see the status of the rooms like our own meeting rooms.

Booking a virtual meeting room in Mercury

MPSI has 5 virtual meeting rooms are available for booking from Outlook room list:



In the meeting request you will find info on how to connect :

For example:

- For connecting to a meeting use of these options:
- Browser: (<https://meet.mercury-processing.com>) only Chrome or Firefox
 - SIP: (virtual.room3@meet.mercury-processing.com)
 - Skype: (virtual.room3@meet.mercury-processing.com)
 - H.323: (91.194.242.120##56753)
 - Phone dial-in: +385 1 6456753

Use Meeting ID: 56753
Pin: 31082

Sent by Microsoft Exchange Server 2016