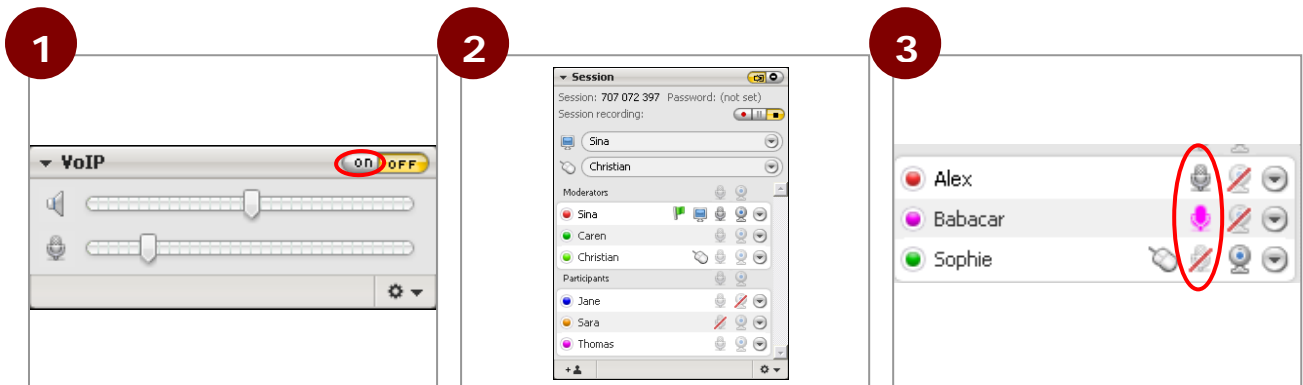


Transfer of speech

In a Netviewer Meet session there are two possibilities to communicate with the participants via voice:

A) Through the integrated VoIP function

The Netviewer VoIP function enables up to ten people (including moderators) to speak to each other simultaneously over the internet. If ten people are already using VoIP transmission, newly arriving participants will initially be able to hear only, but not speak.



Participants need to activate transmission of their VoIP signals by clicking on the *on/off* buttons in the VoIP tray.

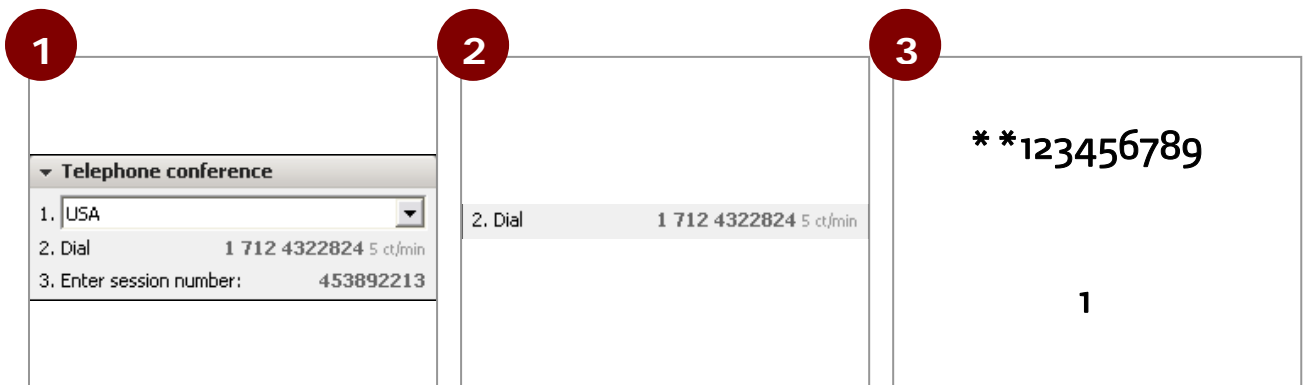
As Moderator, in the *Session* tray, you select the participants whom you want to grant speech rights or from whom you want to revoke speech rights

Click on the microphone symbol of the participant whose speech signal you want to transfer or deactivate.

B) By telephone through an audio conference



You must have a telephone with tone dialing to dial in to an audio conference.



Click on the title bar of the *Audio conference* tray and select from the drop down menu next to *z*. the country in which you are located.

Enter into your telephone the dial-in numbers and follow the prompt's instructions. The PIN that you must enter in order to dial in to the audio conference is the same as the session number.

As Moderator when entering the PIN, add two asterisks in front of the session number (e.g. ****123456789**) and confirm the following query with **1**.