



OFFICESUITE HD-MEETING

Making it easy to connect face-to-face with anyone, anywhere

The business world is constantly evolving; workforces are more distributed, and people are more mobile. How do you connect with colleagues, partners and clients no matter their location? You need a virtual meeting space to bring everyone together. But joining a web conference with other services is often a hassle: A hefty download, confusing controls, the wrong software version or an unsupported platform or browser can frustrate hosts and participants.

OfficeSuite HD Meeting®

With OfficeSuite HD Meeting, you can host online meetings, HD video conferences and audio conferences for up to 500 people from virtually any device. Meeting organizers and participants can use any phone, any PC or Apple Macintosh computer or even an iPhone®, iPad® or Android™ device to host or join a meeting.

Hosts and participants can use their computer's microphone and speaker to connect or dial in from any telephone. Dynamic voice detection within the application highlights the person talking. OfficeSuite HD Meeting even merges guests who use the phone and another device to join a meeting, leaving room for others.

Connect instantly by letting others know your personal meeting ID or schedule meetings using Outlook and Google Calendar integrations – either way, inviting participants takes just a few seconds or clicks.

Video, audio and web conferencing has never been so easy

As an OfficeSuite HD Meeting host, you can easily collaborate with customers, colleagues and partners to show demonstrations, speed decisions and so much more.

Unlimited number of meetings

Small to large meeting options - 25, 100 or 500 participant options per host.

Built-in HD video conferencing

See the people you are talking to.

Real-time collaboration

Work on documents with your team members in real-time.

Share what you want

Share one application or your whole desktop with a single click. No need to “pass controls” to share documents as required with other applications.

Host transfer

Easily transfer host controls to any participant via the participant menu.

Administrative controls

Enable/disable settings that need to be consistently used by all users on your account.

Control meeting participants

Mute all, mute individuals, block entry, remove participants and more.

Maximize participants

Guests can use a phone and computer to join a meeting without taking up two spaces.

Secure

Enable end-to-end encryption with AES-256 bit session encryption.

Quick launcher

Start, join and invite people right from your desktop.

Mobile dial-in

Your mobile device will dial you into the call automatically.

Presence

View the availability of other licensed users and instantly chat or start a video conference.

Easy recording

One click recording saves audio or complete video in standard MP4 Video and MPEG 4 Audio formats that can be easily shared.

Flexible audio access

Connect using any computer, iOS or Android™ device or phone.

Audio control

Mute all or individual participants through the meeting interface.

Calendar integration

Instantly create new meetings in Outlook and Google Calendar.

Automated reminders

We'll let you know via email when guests have arrived and you have not.

Reports

Intuitive reports show start/end times, duration and participants' details.

Annotation

Write on top of any shared screen with easy-to-use whiteboard features.

Integrated chat

Message the group or chat with individual participants.

License management

Add, allocate, change and delete user licenses on your account in real-time through our intuitive customer portal.

Schedule privileges

Give permission for users to schedule meetings on your behalf or schedule meetings on behalf of other users.

Registration

Gather the attendee information you need by customizing registration forms with fields like industry, job title, or your own custom field.

Polling

Interact with participants and gather real-time survey responses by creating and launching multiple choice polling questions within meetings.

About Windstream Enterprise

Windstream Enterprise collaborates with businesses across the U.S. to drive digital transformation by delivering solutions that solve today's most complex networking and communication challenges.

To learn more about OfficeSuite HD Meeting, visit windstreamenterprise.com

**WINDSTREAM
ENTERPRISE**
CONNECT. TRANSFORM. ELEVATE.