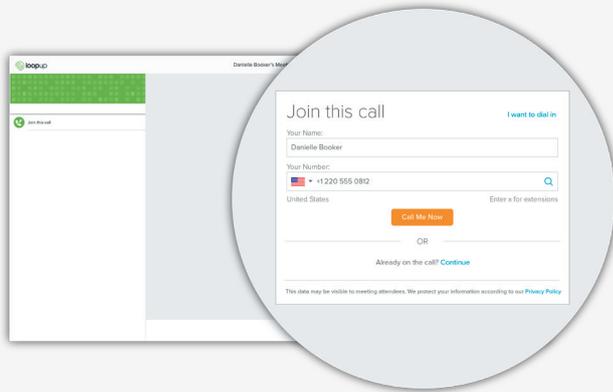


Get more out of your meetings with LoopUp's one-click video sharing feature. Share and view video on desktop and tablet devices - no downloads required. Host stays in control - guests are only invited to turn their cameras on at the host's discretion.



Join Your Meeting

- Click the **Join Link** in your meeting invite, LoopUp account area or Outlook toolbar
- Enter your name and phone number
- Click **Call Me Now**



Start Video in Your Meeting

- As a host, click **Start Video** to start sharing your video*
- Once the host has started video, the **Start Video** button will be available to all guests
- Guests can then click **Start Video** and their video will also be shared
- Click **Stop Video** to stop sharing your video at any time during the call
- If **Start Video** is not visible, then it may not be enabled - contact your administrator



**On some browsers, you may need to allow a one-time plug-in*



Share Your Screen while Using Video

- Turn on Screen Sharing by clicking **Share My Screen**
- Participants will see your shared content in the main body of the screen, and whoever is speaking will appear on the left
- If you would like switch back to the previous display, click **Switch View**