

ConferenceMe™



When traditional IVC classroom circumstances are impractical, UEN has a free and easy solution.

ConferenceMe™ expands the IVC educational experience to include PC desktop participation.

UEN will supply this professional solution on a case-by-case basis to ensure event integrity for a high-quality IVC experience.

Download Instructions

Note: ConferenceMe does not work on a Mac

1. Click on this link - <http://c-ebc-g.uen.net/streaming.html>
2. At the bottom of the page under "Join a conference using ConferenceMe" enter 066990 in the "Conference ID" box
3. Click "Join Conference"
4. Click on the link at the bottom of the page that says "If you have not installed ConferenceMe, click here to install"
5. Click "Run" in the File Download box that pops up. Note: A security warning may pop up at this point. If it does, click "Run"
6. A pop up box will appear. Click Next, check the accept box and Install button. Note: You may get another pop up box that asks you to verify the program
7. Once the Wizard has completed the install, click "Finish".
8. When you load ConferenceMe™ for the first time you will be prompted to enter some initial settings.

Display name: Enter the name you would like to be known as within the conference. By default, this is set to your Windows user account name

Aspect ratio: Either Auto detect, Standard (4:3), or Widescreen (16:9). When selecting Auto detect, ConferenceMe™ automatically detects whether a standard or wide display is being used

Audio input: The device that will receive your audio inputs

Video input: The device that will send your video

Bit rate: The maximum media bandwidth that ConferenceMe™ will use to connect to and from the MCU. If you select Auto, ConferenceMe™ will estimate and use the optimum bit rate. If you experience any connection or media quality issues, try selecting a lower bit rate

Note: if you need to change these settings after the install they can be found here:

Start menu > All Programs > TANDBERG and select Configure ConferenceMe™

Testing Instructions

1. Once you have installed ConferenceMe™, click the following link:
<http://c-ebc-g.uen.net/streaming.html>
2. Enter 066990 in the "Conference ID" box.
3. Use the "Click here to join the conference using ConferenceMe™" link. This will automatically launch ConferenceMe™ and connect you to our Test Conference.
4. At this point, you should see your own video and hear your own audio, and see the words, "Do you see and hear yourself?" along the bottom of the video. If you do, this indicates a successful test.

If you do not see or hear yourself, or see the message, please call the TSSC to troubleshoot your problem.