

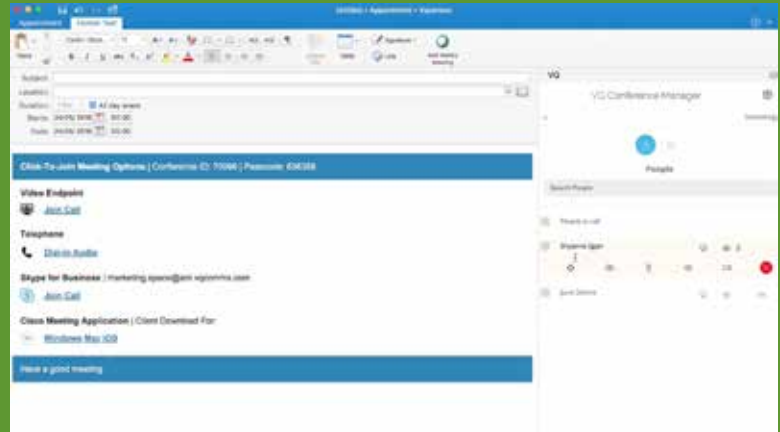
# VQ Conference Manager 3 Outlook Add-in



## Control Cisco Meeting Server calls and Spaces from Microsoft Outlook

Give your users the ability to manage their Spaces and active calls from within Outlook 2016 or Office 365.

Drive adoption by making it easier for users to see what is happening in their Spaces, control active calls, create, update or delete Spaces and, importantly, enable them to change their passcodes.



## Boosting workplace productivity

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By using tools your people are already familiar with, you encourage large-scale take-up of self-service video conferencing

VQ Conference Manager integrates seamlessly with Outlook 2016 and Office 365 on Windows and macOS, removing the need for your employees to log into a separate web portal.

## Manage meeting Spaces and passcodes

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Users can see their own Spaces, create new ones, or remove any that are no longer needed

They can also change their Space passcodes in an instant, protecting access to their conferences by ensuring only the required participants can join a call.

## Add meeting Space details to an email or calendar invitation

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A click of a button is all it takes to add comprehensive joining instructions to an email or calendar invitation

This makes it easy for organizers to arrange meetings, and straightforward for participants to join – in whichever way they choose.

## Manage in-flight calls

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When a call is live, the Space owner can see who else is in the meeting and change the video layout

They can also mute or unmute individual participants, or remove people from the call – all without leaving the familiar surrounds of Outlook or Office 365.

**Register for a Product Demo**  
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