Join a Video Conference

Joining a video conference using a Video Bridge number:

The conference initiator should have provided a video bridge number—a unique 6-digit number that is used to dial into a video conference.

1. Type the Video Bridge address (22XXXX@vc.iu.edu) into the Search Field.
2. Hover over the option that appears in the contacts section and click the Start A Video Call icon.

Initiate a Video Conference

Initiating a Video Conference using a Video Bridge number:

Create a 6-digit number beginning with 22, for example 221234. Make sure the participants know the number when sending a meeting invitation. Participants will need to type 22XXXX@vc.iu.edu into the Lync Search Field and follow the steps under “Join a Video Conference.”

Initiate a Meet Now Video Conference:

1. Click the Lync Menu button (the arrow next to the Options button) and click Meet Now. A conversation window opens.
2. Click the People icon.
3. Click the Invite More People button.
4. Search for contacts, and click Okay to add them to the conference.

Video Conference Controls

Instant Messaging  Video  Sharing  People (add participants to conversation)  Phone/Microphone

End Call

Find more information on Lync 2013 at ius.edu/it/phones-and-unicom.php