How to use Video Chat for remote meetings

Get connected and your mentoring conversations flowing with the Video Chat feature

Our free to use Video Chat feature has been inbuilt into our mentoring platform. So, if you enjoy doing your mentoring meetings remotely you can now arrange and conduct them using the mentoring platform, without the need to have a Zoom, Teams etc. account.

The platform now has a <u>Meet/video</u> tool which can be used to arrange meetings and to record and store meeting notes and actions.

This tool is only accessible once you are in a mentoring relationship.



The inbuilt video chat tool provides the capability to have an online video meeting directly from the platform. You simply select Video Chat when you create the meeting.



When you are ready to start the meeting click on Video Chat and follow the instructions from there. All you need is the link to your video chat room meeting and a web browser, no other software is needed.

The video chat will function on mobile devices.

Video chat works on all modern browsers. If you decide to screen share during a video chat, then we recommend using Chrome. Sharing a browser tab gives the best experience. Select any "Chrome Tab" that **does not** say "Video Chat".

You can download the meeting invite to your calendar and you can join from your mobile using the link attached to the calendar.

If you log into the mentoring platform from your mobile, you can access video chat directly from the meeting on your relationship dashboard.

You can also click on the link on your meeting email alert on your mobile and it will take you into your meeting.