gloCOM Meeting 6.4 DATASHEET

The gloCOM Meeting datasheet contains a comprehensive list of features and their detailed description.

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SYSTEMS

UNIFIED COMMUNICATIONS

software that simplifies and accelerates your daily tasks

gloCOM Meeting

gloCOM meeting is a gloCOM Module that allows any user to set up meetings without the hassle of switching applications. With access to all of your gloCOM contacts you can start collaborating with a single click.

gloCOM meeting allows you to meet with multiple users simultaneously, while offering: Video Conferencing – in grid and speaker view, Audio Conferencing, Screen Sharing – specific application or whole screen sharing, Remote Control when screen sharing, and Group chat.
You can also schedule meetings in advance and even set up recurring meetings that suit your team's needs.

SUPPORTED PLATFORMS

Desktop OS platforms that support installation of gloCOM client.

	Desktop	Web
MS Windows gloCOM Meeting can be installed and used on MS Windows 32/64-bit platforms (Windows Vista and above).	✅	❌
MAC OS gloCOM Meeting can be installed and used on MAC OS X platforms (10.10 and above).	✅	❌
Linux gloCOM can be installed and used on Linux Ubuntu 64-bit platforms (12.04 and above).	✅	❌
Chrome Windows, Mac OS, Linux	❌	✅
Safari MacOS, Windows	❌	✅
Firefox Windows, Mac OS, Linux	❌	✅

MEETING

	Desktop	Web
Change video layout Meeting allows you to switch between speaker and grid layout during the video conference.	✓	✓
Hide/Show Carousel Meeting allows you to hide the top participants to have a larger screen for the presenter.	✓	✓
Settings and test before joining the meeting If you want to test the Meeting before joining the conference, on desktop, it can be set in Preferences -> Audio and Preferences -> Video. On web, this is available on the join page.	✓	✓
Copy invite link Copy the invite link so others could join through a browser. This invite link refelects the options set in the PBXware teanant settings for 'Join Link'.	✓	✓
Copy meeting number Faster method to copy the meeting number.	✓	✓
Schedule a meeting Meeting allows scheduling the conferences. You can customize the meeting: subject, time, date, duration, description, participant list, recurrence, and privacy.	✓	✗
Integrate Google and Outlook contacts Import the contacts from your Google or Outlook account so you could more easily invite participants via email.	✓	✗
Start instant meeting If you want to start an instant meeting, drag and drop participants from gloCOM, or start an empty meeting.	✓	✗
Meeting list On the meeting list, you can view ongoing and scheduled meetings that you have been invited to.	✓	✗

	Desktop	Web
Participants list: **See all meeting participants** Access the list of all meeting participants.	✓	✓
Participants list: **Search participants** Meeting allows sarching the participant list by their name, during the conference.	✓	✓
Participants list: **Invite by phone number (must be dialed in to work** If you are dialed in to work, you can call the participants to join audio via phone.	✓	✗
Participants list: **Invite participants via email** Send an invitation email with join details.	✓	✗
Audio Conferencing: **Mute/Unmute** Disable/Enable the audio coming from your device.	✓	✓
Audio Conferencing: **Select audio input and output** Meeting allows you to choose from which device you want to pick up your audio. Select which device you want the audio to play through. On mobile, you can toggle between speaker or headset as output.	✓	✓
Audio Conferencing: **Who is speaking** Focuses video of the current speaker and identifies all current speakers at the participants list.	✓	✓
Audio Conferencing: **Call in using phone (PIN based)** Display participants to call a specific phone number to join the audio conference. Toll-free for several countries and international numbers. Participants can dial the number and then: • enter the meeting number; • type the PIN into IVR. Previously mentioned steps would connect them to the meeting audio conference.	✓	✓
Audio Conferencing: **Leave audio** Meeting allows you to leave the audio channel - in that case, the conference shows the video only.	✓	✓
Audio Conferencing: **Switch phone during meeting** Meeting allows you to switch the audio device you are using e.g. softphone to deskphone, or mobile softphone.	✓	✗
Audio Conferencing: **"You are muted" notification** If you speak while muted, you will see the notification that you are muted.	✓	✗

	Desktop	Web
Video Conferencing: **Video sharing** You can share video with other partcipants of the meeting.	✓	✓
Video Conferencing: **Disable/Enable camera** Turn on or off the video shown from your camera.	✓	✓
Video Conferencing: **Pin Video** If If you want to focus on one participant of the conference, you can put them in the main video spot, directly on your app. This feature works only in the speaker mode.	✓	✓
Video Conferencing: **Select video input** Select which device you want to pick up your video. On mobile you can switch between the front and rear camera.	✓	✓
Video Conferencing: **Turn off incoming video** Turn of incoming video to reduce data usage.	✓	✓
Video Conferencing: **Background replacement** Replace the background behind you with one of the default images.	✓	✓
Video Conferencing: **Upload custom background** Upload your own image to serve as the background replacement.	✓	✓
Screen Sharing: **Share whole screen** Share everything on your screen.	✓	✓
Screen Sharing: **Share application** Share only one application that you have open, e.g. browser Google Chrome.	✓	✓
Screen Sharing: **Pause/resume screen sharing** Momentarily stop screen sharing and resume it, if necessary.	✓	✓
Screen Sharing: **Mouse and keyboard control** Give one or more participants mouse and keyboard control over your mouse and keyboard.	✓	✓
Screen Sharing: **Hide videos when sharing a screen** During the screen sharing, hide the video carousel so the screen share could use more space.	✓	✓
Screen Sharing: **Share screen region** Share a specific part of a screen, according to your preferences.	✓	✗

	Desktop	Web
Screen Sharing: Video window See video streams of participants in a small window. You can choose between seeing only the speaker, or a carousel of video streams. Also, you can toggle the screen share preview. This window can be closed and reopened.	✓	✗
Screen Sharing: Share browser tab Share screen of a specific browser tab.	✗	✓
Chat: Group chat Group chat available on the right side of the conference window, during the video conference between participants.	✓	✓
Chat: File sharing Share a file with participants via group chat.	✓	✓
Local recording: Recording indicator See which participants are recording the meeting.	✓	✓
Local recording: Record audio-only Record the audio of the meeting only and save it in the MP3 format.	✓	✗
Local recording: Pause/resume recording Pause the recording and resume to avoid creating multiple recording files.	✓	✗
Local recording: Recordings list Go through all recordings that are in your recording folder. The meeting info connected to that recording also included.	✓	✗
Local recording: Convert recording While viewing the "Recordings List", you can start the conversion process for a recording if the temporary files are still present. If "Automatically convert recordings after meeting is ended" option is disabled, you have to convert recordings manually.	✓	✗
Host Controls: Mute all participants Mute all meeting participants with a single click.	✓	✗
Host Controls: Mute individual participants Mute individual meeting participants as the host.	✓	✗

	Desktop	Web
Host Controls: **Toggle meeting privacy between regular and public** Change meeting privacy while the meeting is in progress.	✅	❌
Host Controls: **Kick individual participants from audio conference** Remove a participant from the audio conference.	✅	❌
Host Controls: **Remove individual participants from meeting** Remove an individual participant from the meeting.	✅	❌
Host Controls: **Ask to share screen** Prompts the participant to share their screen for the meeting to see.	✅	❌

PBXware ADMIN INTERFACE

PBXware admins have some control over meeting options and management. All options are available per tenant.

	Desktop	Web
Create meeting Create a meeting and set its subject, date, time, recurrency, privacy, and participants.	❌	❌
Edit meetings Edit and delete meeting.	❌	❌
See recent meetings The list displays all recent finished meetings found on the selected Tenant.	❌	❌
Search meetings by date range The list shows all meetings on the Tenant for the period selected, beginning from the start date and finishing with the end date.	❌	❌
Customize daily digest days and time Daily digest is used for setting a reminder about receiving any daily e-mails for meetings on a specific Tenant.	❌	❌

	Desktop	Web
Customize join link The 'Join Link' section enables users to customize join links for meetings which are used for inviting attendees to meetings. Attendees can join public or regular meetings as long as they have the join link.	✗	✗
Customize default join page The default landing page shipped with PBXware is located in the file system and it can be customized to the user's liking.	✗	✗

SETTINGS

	Desktop	Web
Audio: **Mute microphone when joining a meeting** Join the meeting muted by default.	✓	✗
Audio: **Join audio by computer when joining a meeting** Join the audio by computer by default.	✓	✗
Audio: **Disable the "You are muted" notification** If you try speaking when muted, you will be notified about it.	✓	✗
Audio: **Disable speaker audio on meeting join** The list shows all meetings on the Tenant for the period selected, beginning from the start date and finishing with the end date.	✗	✗
Video: **Always display participant name on their videos** Display/hide the names on video streams.	✓	✗
Video: **Mirror my video** Flip your video horizontaly.	✓	✗
Video: **Enable HD** Use HD quality if your webcam supports it.	✓	✗
Video: **Turn on my video when joining a meeting** Join with video turned on by default.	✓	✗

	Desktop	Web
Video: **Turn off incoming video** Turn off incoming video. Especially useful if you want to use less bandwidth, or are in a poor network conditions.	✅	❌
Video: **Turn off my video on meeting join** Turn off your video when joining the meeting.	❌	❌
Video: **Hide non-video participants** Hide participants that don't have video available.	❌	❌
Recording: **Change recording folder** Change the folder where recordings are stored. This does not move the existing recordings.	✅	❌
Recording: **Draw duration timestamp on video in the corner** Draw meeting time in the bottom right corner. Useful for knowing when the recording has been paused.	✅	❌
Recording: **Delete temporary files after converting them to video** Recording creates temporary files that are then converted into the final .mov file. By default, these files are deleted because they take up disk space.	✅	❌
Recording: **Automatically convert recordings after meeting is ended** This feature starts the conversion process as soon as the meeting has ended.	✅	❌
Alerts: **Block chat notifications when screen sharing** Don't display chat notifications from gloCOM when sharing your screen.	✅	❌
General: **Maximize meeting window when a participant shares their screen** When screen sharing starts, the meeting window will take up the whole screen.	✅	❌
General: **Scale shared screen to fit in the window** Choose between showing the shared screen in the original size, or scaling it down to fit the application window.	✅	❌

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