

Main Community Room – Start an Impromptu meeting from Tablet

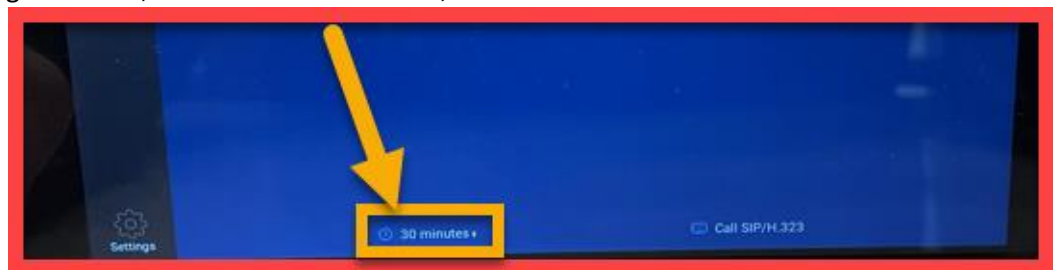


- **Starting the impromptu meeting from tablet**

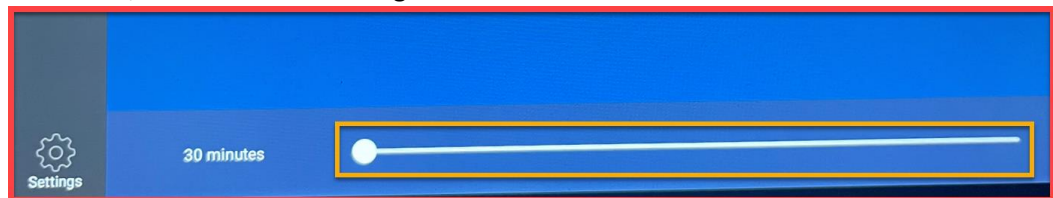
- On the tablet, tap on the “Meet Now” tab on the left and then tap the green “Meet Now”



- To change the time, minimum of 30 minutes, click the time at the bottom of the tablet:



- To adjust the time, slide the bar to the right for more time and to the left for less time:



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- Once the meeting has been started, everything works as normal (see other “How-To” documents). You will see the meeting on the on the meeting list as “Instant Meeting”:

