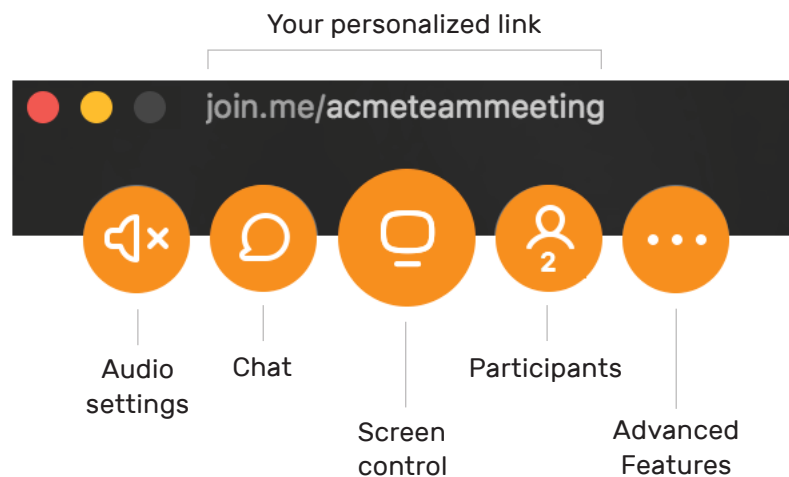




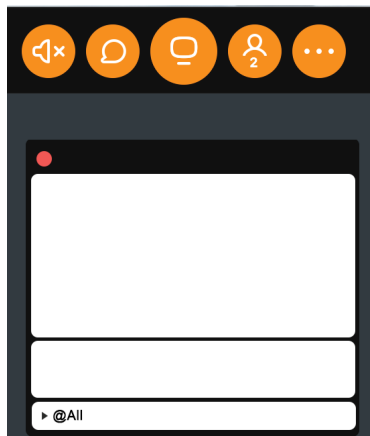
# A Guide to Our 5 Button UI

Everything you need to navigate your join.me.

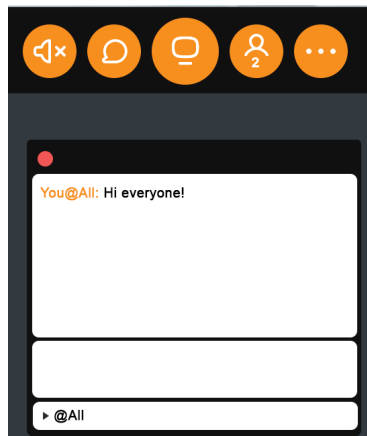


## CHAT

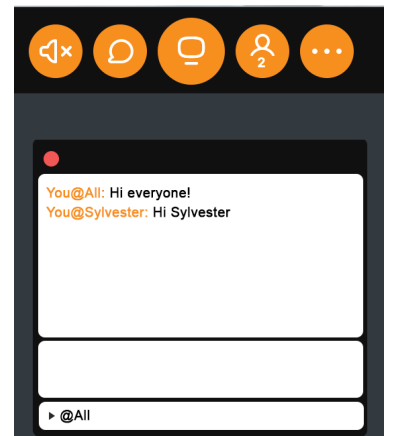
Chat with your participants



Chat with everyone (@all)



Chat with participants (@\_)

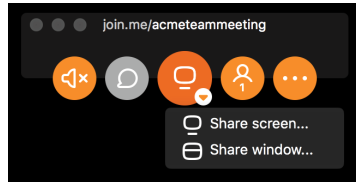


# SCREEN CONTROL

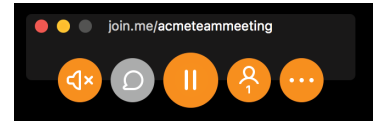
Screen control



Select "share all of your screen" (or a single window).

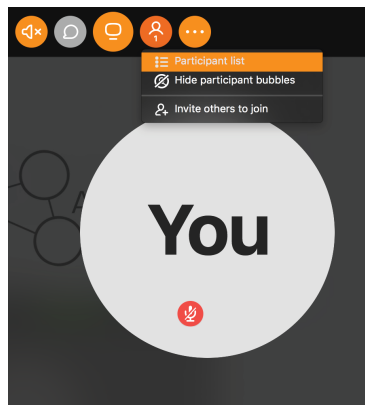


Pause your meeting at any time (your personalized background will appear)



# PARTICIPANTS

View who is in your meeting



Mute anyone



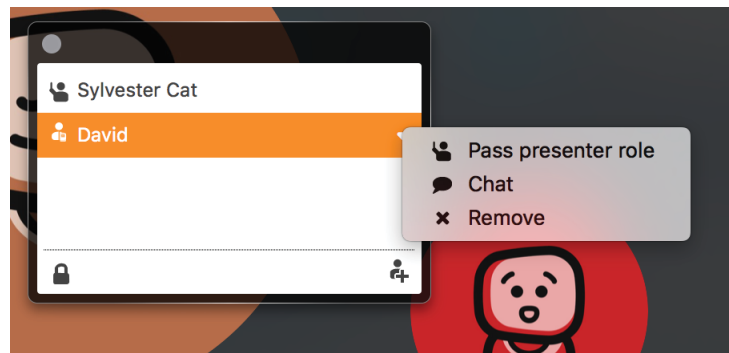
View the number of participants in your meeting. To hide the bubbles click on this button in the UI.

Add participants

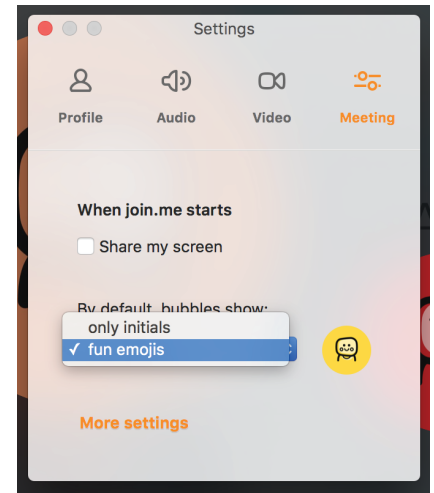


**Select individuals to:**

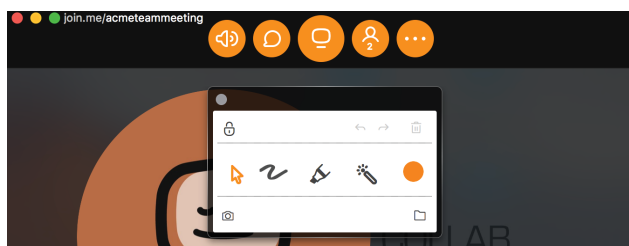
- Pass presenter role.
- Share mouse control.
- Chat with attendees.
- Remove participant from your meeting.



Change your settings to have default initials for participant bubbles, use join.mojis, or add a photo.



## ADVANCED FEATURES



*Some permission settings may be adjusted by join.me administrators.*

### **You can:**

- Pass the presenter role to anyone in your meeting.
- Share mouse control with anyone in your meeting.
- Annotate your screen.
- Record your meetings (all audio and screen share will be recorded).
- Unlock your meeting (turn off participant knock).
- Mute everyone (except yourself).
- View meeting settings.
- Schedule your next meeting.
- Exit and end your meeting.

Want to learn more about how join.me can help you show work who's boss?

**Request a demo or call us at 1-877-251-8373.**