

**Chorus Call Canada Corp.**  
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## iPRESENT IN DEPTH



**IMPORTANT NOTE:  
 ONLY PRESENTERS  
 NEED TO DOWNLOAD  
 iPRESENT SOFTWARE**

As the host of an iPresent meeting, you will need to download the software. Various versions are available, depending on the computer you use:

If you use Windows and have Administrative rights to install software on your computer, download the following:

[iPresent \(Windows\)](#)

If you use Windows, but do not have Administrative rights to install software on your computer, the following “light” version will give you the ability to host your meeting:

[iPresent \(No Installation/Windows\)](#)

If you use an Apple computer, download the following:

[iPresent \(MAC 10.6 & 10.7\)](#)

Your guests can simply join the meeting using the following link. No download is required:

[iPresent View Only/No Download/Browser Based](#)

iPad users can find the iPresent app free at the App Store.

### ORIENTATION VIDEOS A QUICK WAY TO LEARN YOUR WAY AROUND

iPresent is easy to use and it shouldn't take long to become familiar with the features. If you are the kind of learner who prefers an orientation session, the following videos will be helpful:

- [Full iPresent Tutorial](#) 16:28 minutes
- [Setting Up Audio & Webcam](#) 3:16 minutes
- [Using Chat](#) 0:51 minutes
- [Polling and Q&A](#) 1:39 minutes
- [Recording Your Meeting](#) 0:45 minutes
- [Sending Invitations](#) 0:49 minutes
- [Sharing Applications & Using the Whiteboard](#) 1:34 minutes

Once you have viewed these tutorials, if any questions remain, please feel free to contact your account representative or email: [Canada@choruscall.com](mailto:Canada@choruscall.com).

### INVITING GUESTS TO YOUR iPRESENT MEETING

There's no need to worry whether your meeting guests will be allowed to join your meeting when you use iPresent. If they have access to the Internet, they can join without the need to download any software. Simply send the following within your meeting invitation:

Please join me for a conference call & web meeting.

Dial toll free from Canada and the USA: **1-800-319-7310**

International callers dial: **+1-604-638-5353**

When prompted, enter the guests enter **(YOUR GUEST CODE)** followed by the # sign.

International toll free and local access is available for many countries. To find the latest list visit: <http://services.choruscall.com/links/itfsua.html>

To join the iPresent meeting\* go to: <http://cs3-ipresent.choruscall.com/FlexPresenter/>

Sign in by entering your own name and the passcode **(INSERT YOUR GUEST CODE)**

\*Guests using an iPad should download the iPresent app free from the App Store.

