

OVERVIEW

# InterCall Video Conferencing

## Video Reservations

Are you looking for a central point for managing your InterCall Video Conferencing business? Look no further than InterCall Video Reservations. InterCall Video Reservations is InterCall's proprietary, 24/7 web-based reservations, reporting and billing system. All you need is a User ID and Password to review upcoming meetings, schedule a conference or keep track of conference expenses.



With InterCall Video Reservations you can:

- Schedule upcoming video conferences.
- Review, modify or cancel existing video conference reservations.
- Create site and participant directories.
- Notify participants of conference dates and times.
- Automatically launch on-demand and scheduled ISDN and IP based video conference calls.
- Review billing statements and download usage statistics.
- Review trouble-ticket information

And because it's accessible via the Internet, InterCall Video Reservations is available to everyone, no matter where they are located. InterCall Video Reservations can help remove the video conferencing workload from your site administrator or administrative assistant.

## Using InterCall Video Reservations to Manage Settings

InterCall Video Reservations easily integrates with existing communication applications by sending emails with calendar attachments or fax notifications to site administrators, saving them from organizational nightmares. Getting started with InterCall Video Reservations is a simple process:

1. Your sales representative will help you set up an InterCall Video Reservations account by loading your billing account information and your conference room locations to our database.
2. Once this information is loaded, you can log into the system to reserve your room and/or schedule your InterCall video conference.

That's all there is to it! The system will not allow rooms to be double-booked so scheduling a video conference is streamlined across the organization.

For additional information about InterCall Video Reservations, please visit <http://www.intercallapac.com> or contact your InterCall Account Manager.

**APAC Customer Service:**

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