Grandstream Networks, Inc.

IPVideoTalk Cloud Conferencing System

How to Become Meeting Host from WebRTC

Index

OVERVIEW

When an IPVideoTalk meeting is scheduled and started, the GVC320x is the meeting host and all other participants do not have meeting control privilege. Once the meeting is started, the user could join the meeting from webRTC, and take over host control privilege by entering the host code. This document explains how to become meeting host and how to perform host control using webRTC browsers.

For more information about IPVideoTalk usage, please refer to the links below:

- IPVideTalk User Manual:
http://www.ipvideotalk.com/s/IPVideoTalk%20Cloud%20Conferencing%20System%20User%20Guide.pdf

- IPVideoTalk website:
http://www.ipvideotalk.com/

PREREQUISITE

Before using webRTC to join IPVideoTalk meetings, please check below supported browsers, operating system, internet connection and hardware information.

- **Operating System:**
  Windows, Mac, Linux/Ubuntu, Google Chrome OS
- **Web Browser:**
  Mozilla Firefox V36 or later
  Google Chrome V39 or later
  Opera V32 or later
- **Internet Connection:**
  Wired connection: 1 Mbps or better (broadband recommended)
  Wireless connection: 3G connection or better (Wi-Fi recommended for VoIP audio) for Chromebooks
- **Hardware:**
  Microphone and speakers, supported on the PC device or plugged into the PC device
- **Software:**
  Screen sharing extension installed on webRTC browsers if sharing presentation

BECOME MEETING HOST FROM WEBRTC

WHERE TO FIND THE HOST CODE

Host code is automatically generated by IPVideoTalk cloud system once a meeting is scheduled or started. It cannot be configured or modified. Users could find the host code for a meeting using the following three ways.

FROM HOST EMAIL

When scheduling a meeting on IPVideoTalk Portal->Meetings by clicking on "Schedule Meeting", there is an option to enter the "Host Email" on meeting configuration page.

Enter the Email address of the meeting host. Once the meeting is scheduled, this Host Email will receive an Email notification, which will list the host code for the meeting.

FROM IPVIDEOTALK PORTAL

Once a meeting is scheduled on IPVideoTalk Portal, or started by the GVC320x host, the user could see the meeting on IPVideoTalk Portal->Meetings->Upcoming page. Click on that meeting, whether it is started or already in process to bring up meeting details window, the user could find the "Host Code" there.

FROM GVC320X HOST DEVICE

During the meeting, the host code can also be found on the GVC320x host device LCD. On the GVC320x LCD call screen bottom menu, click on **More** icon and select "Meeting Info". The "Host code" is listed here.

IPVideoTalk

Subject	: IPVideoTalk Meeting
Meeting ID	: 22885927
Host	: IPVideoTalk
Password	:
URL	: https://meetings.ipvideotalk.com/22885927
Host code	: 7846

OK
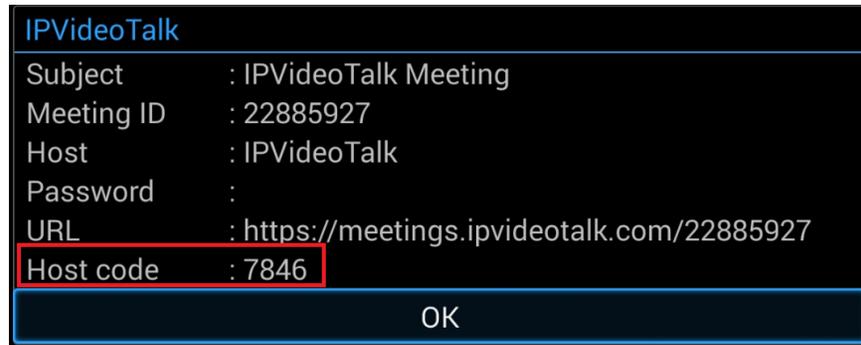
BECOME MEETING HOST

1. Join the IPVideoTalk meeting by clicking on the meeting URL, or enter the meeting ID on https://meetings.ipvideotalk.com.
2. On the meeting interface, click on the meeting title on the top of the browser window.
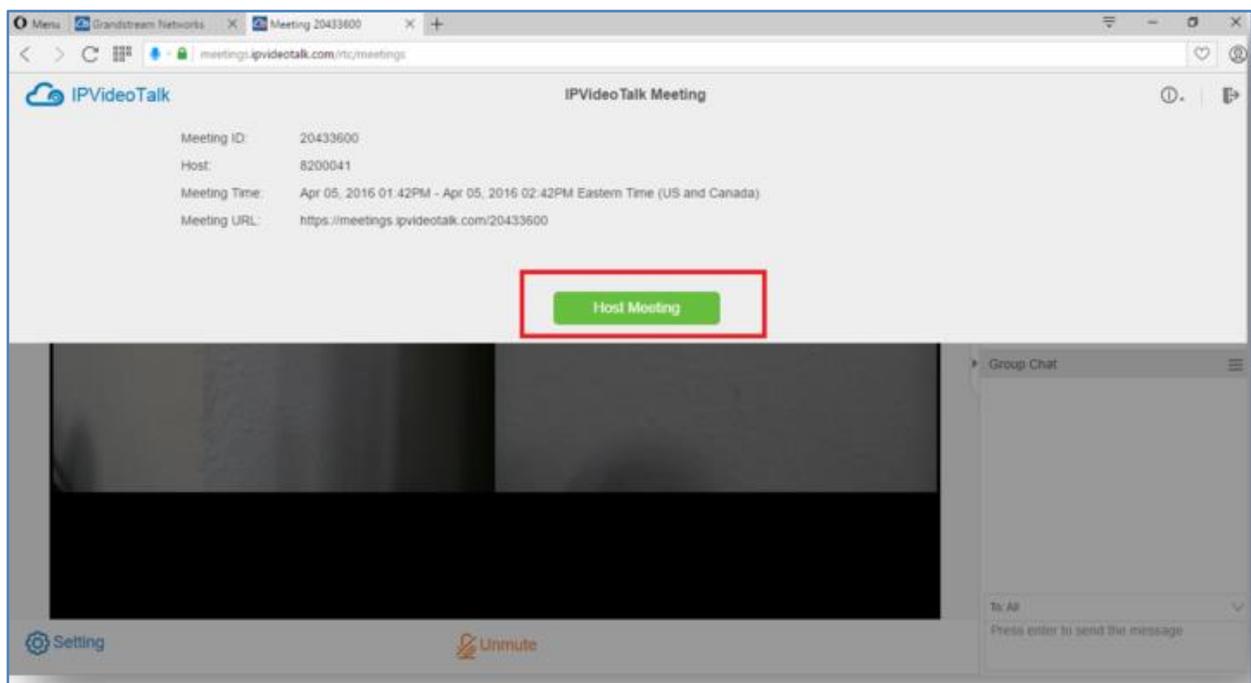
3. Click on "Host Meeting".
4. Enter the host code.
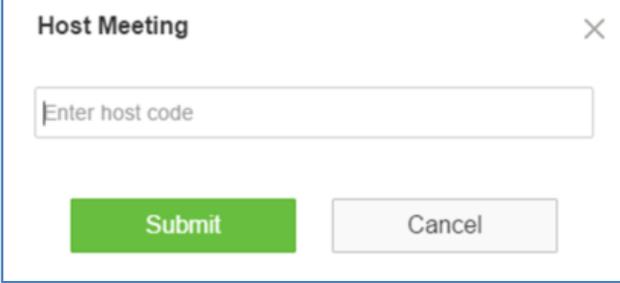
5. Click on Submit.
6. Now, this webRTC client becomes the meeting host. A notification message will show up in chat window.
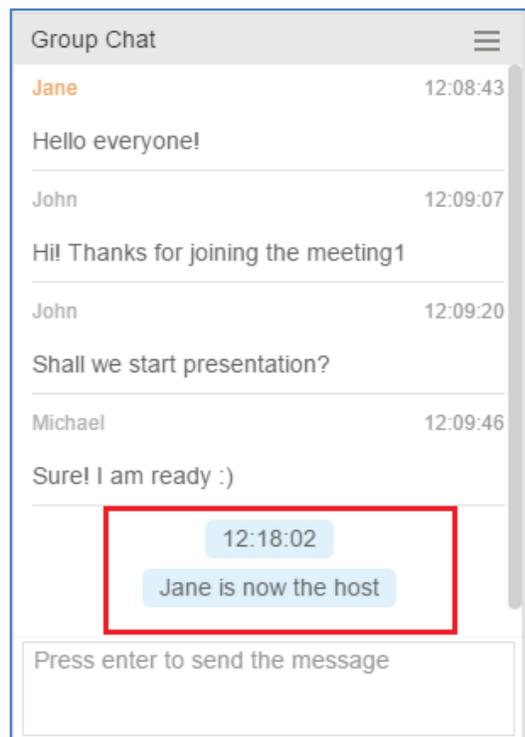
WEBRTC HOST CONTROL

Once the webRTC client becomes the meeting host, besides audio control for the client himself/herself, chat, presentation sharing (Chrome/Firefox only), it also has the following meeting control options to control the other meeting participants.

Note:

After the webRTC client becomes the meeting host, it can control the participants displayed on the participants list. For the GVC320x participant who is not the original GVC320x host device, since it will not show up on webRTC participant list, it cannot be controlled by webRTC host.

MUTE/UNMUTE OTHER PARTICIPANTS

- **Mute all**

    Click on button ![Control] on the left of chat window and select "Mute All". There will be a prompt showing "Mute all success". All other participants except the host himself/herself on the Participants List will be muted.
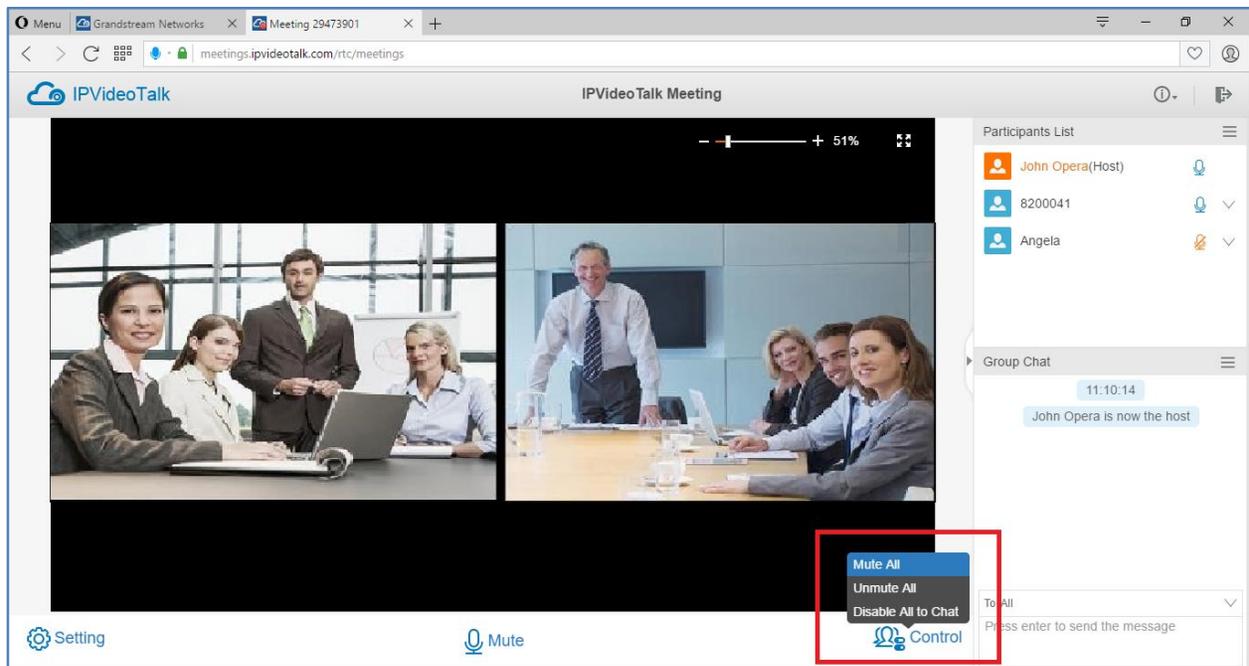
The user could also click on Settings button ![≡] at the upper right corner, and click on "Mute All" option to mute all participants.
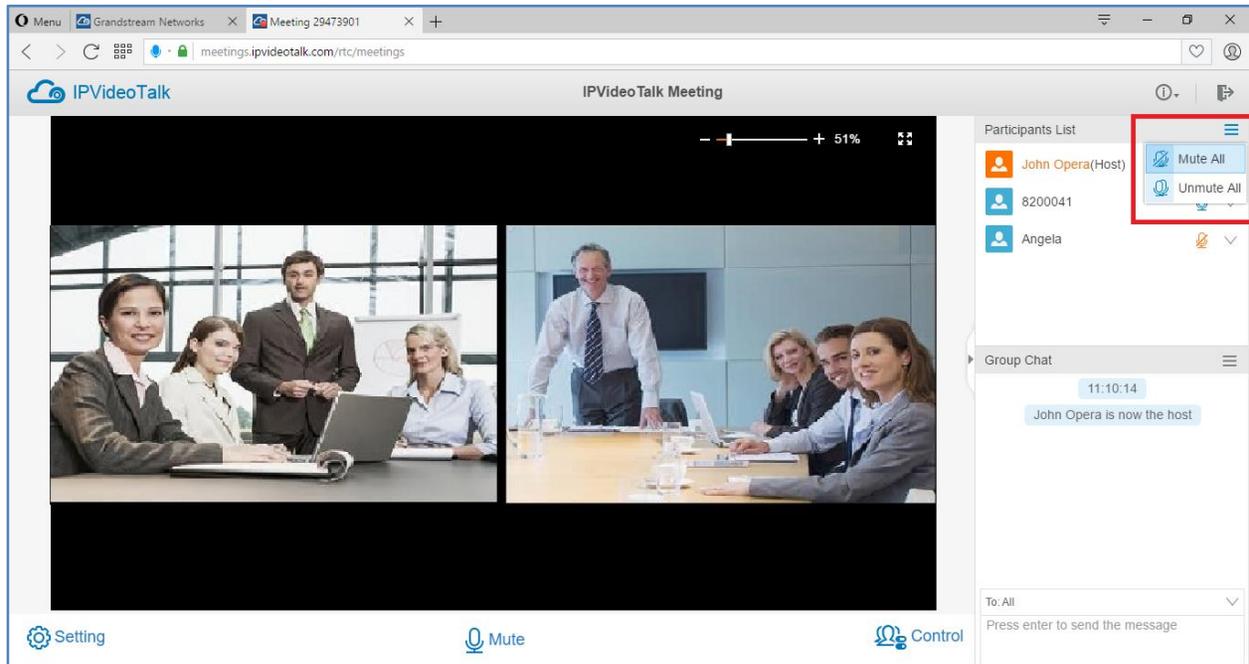
- **Unmute all**

  Click on button on the left of chat window and select "Unmute all". There will be a prompt showing "Unmute all success". All other participants except the host himself/herself on the Participants List will be unmuted.

  The user could also click on Settings button at the upper right corner, and click on Unmute All option to unmute all participants.

- **Mute/Unmute selected participant**
  Select one participant on participants list and click on the Mic icon to mute/unmute.

   : The participant is currently muted.

   : The participant is currently unmuted.

DISABLE/ENABLE CHAT FUNCTION

DISABLE CHAT

1. After webRTC client becomes the meeting host, click on icon on the left of the chat window, and then select "Disable All to Chat".
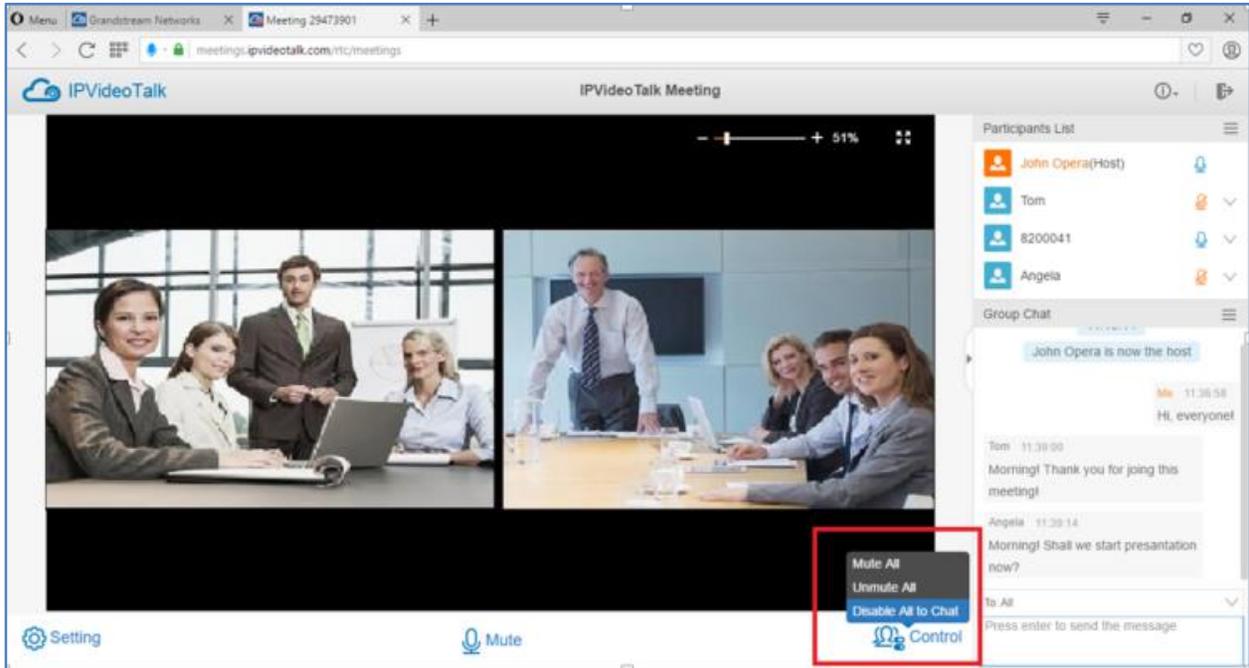
The user could also click on icon ☰ on the top of chat window, and then select "Disable All to Chat".
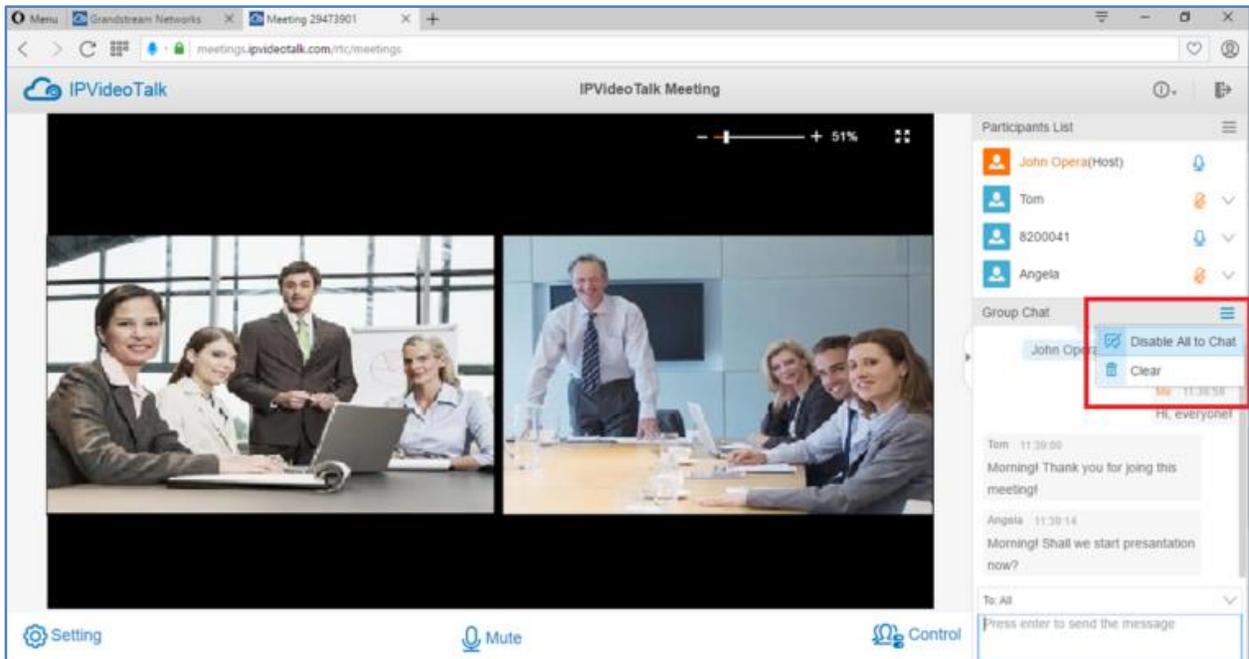
2. All webRTC participants will see prompt notification on chat window about "chat disabled".
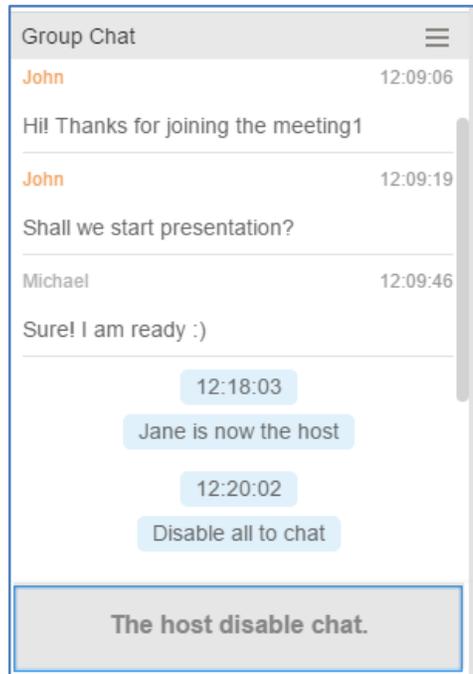
ENABLE CHAT

1. After webRTC client becomes the meeting host, click on icon on the left of the chat window, and then select "Enable All to Chat".
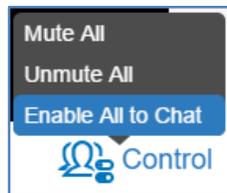
The user could also click on icon ☰ on the top of chat window, and then select "Enable All to Chat".
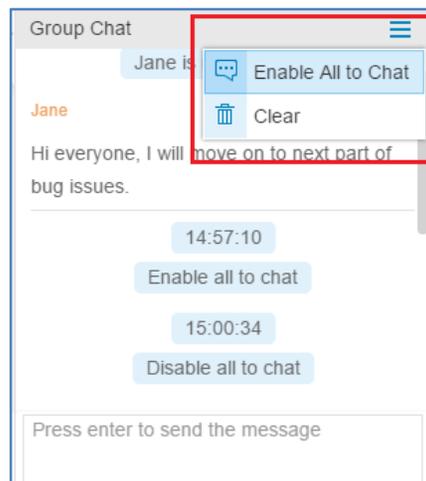
2. All webRTC participants will see prompt notification on chat window about "chat enabled".
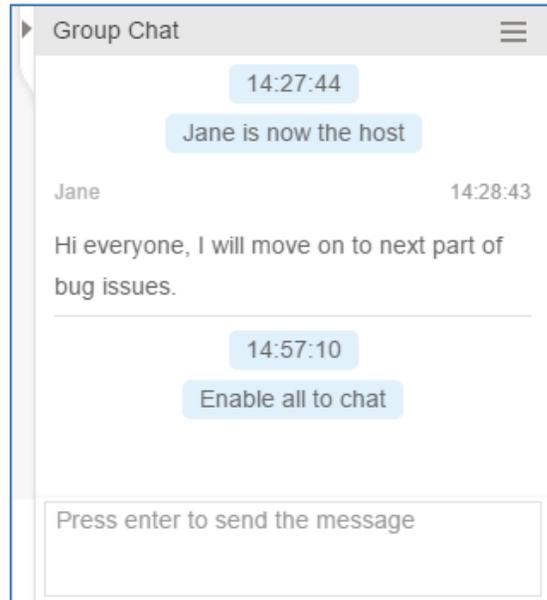
REMOVE PARTCIPANT

1. On the Participants List, click on one participant and click on "Remove".
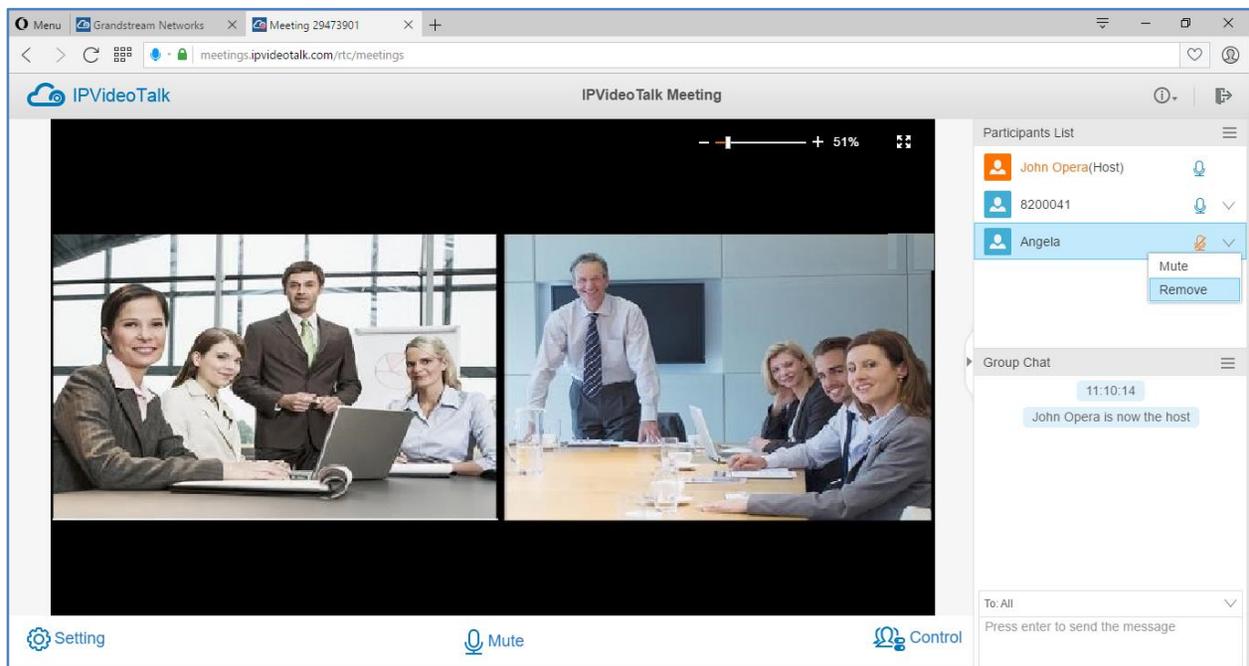
2. In the prompt, confirm to remove the selected participant.
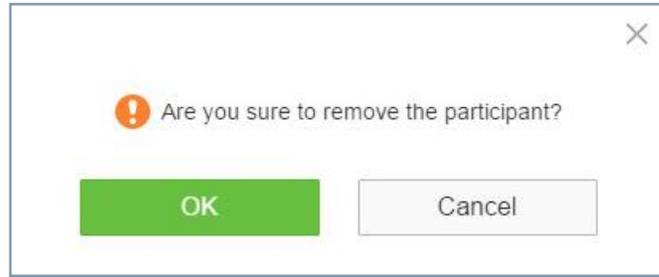
Figure 1: Confirm to Remove Participant

END MEETING

When the host clicks on icon [icon] at the upper right corner to exit the meeting, the host could choose whether to end meeting or exit meeting only.
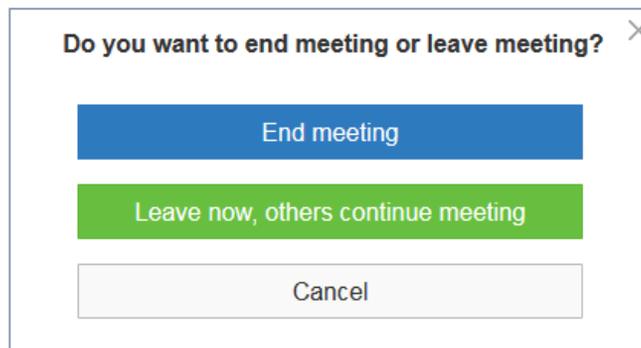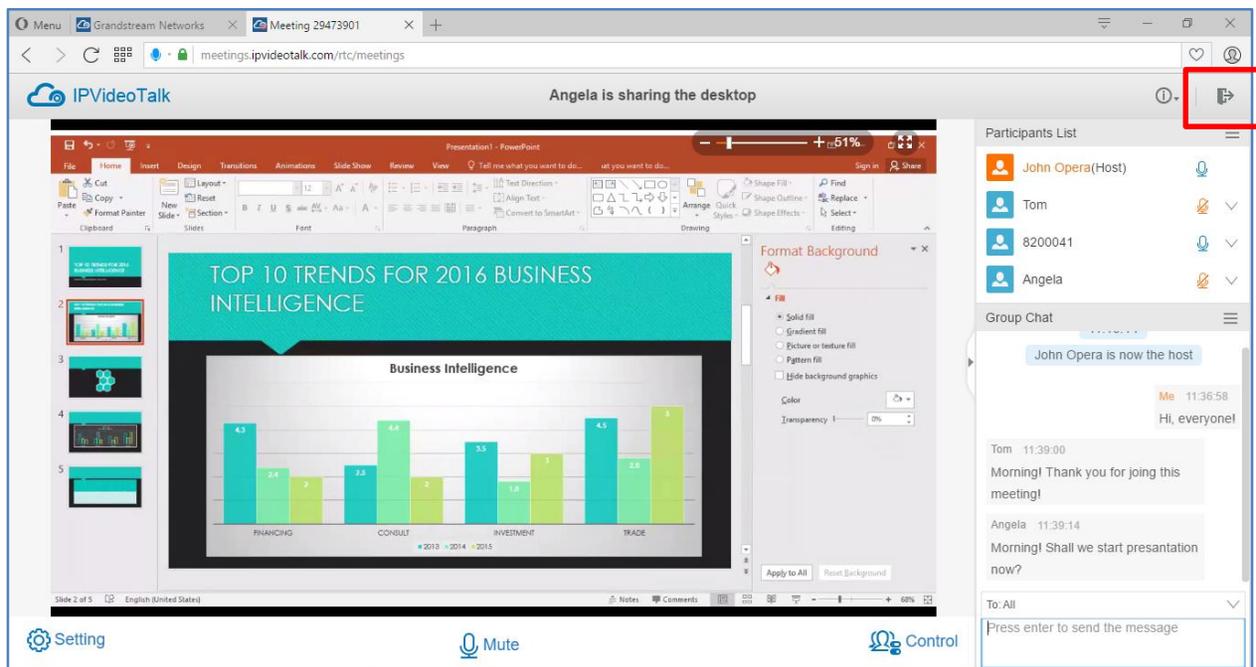
- **End meeting**: The meeting will be ended. All participants will be disconnected from the meeting.
- **Leave meeting**: The webRTC client will leave the meeting, and the meeting will continue with remaining meeting participants.