

# Online Meeting Tools Overview

## Go To Meeting Demonstration

Presented To:

**Start West**

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# Online Meetings

- Practical, quick, and cost-effective way of holding meetings
- Schedule meetings in advance or spontaneously
- Operating System “agnostic” so users can share desktops
- Audio conferencing provided via Phone line , VOIP or Headset
- Online conference software “application service“ (or SaaS) over the Internet
- Used for training, support, project management , review or other collaboration
- Benefits include
  - Carbon neutral
  - Significant travel savings
  - Easy to use
  - Secure

# Online Meeting Tools

Webconferencing-test.com

Reviewed online tools and ranked as follows:

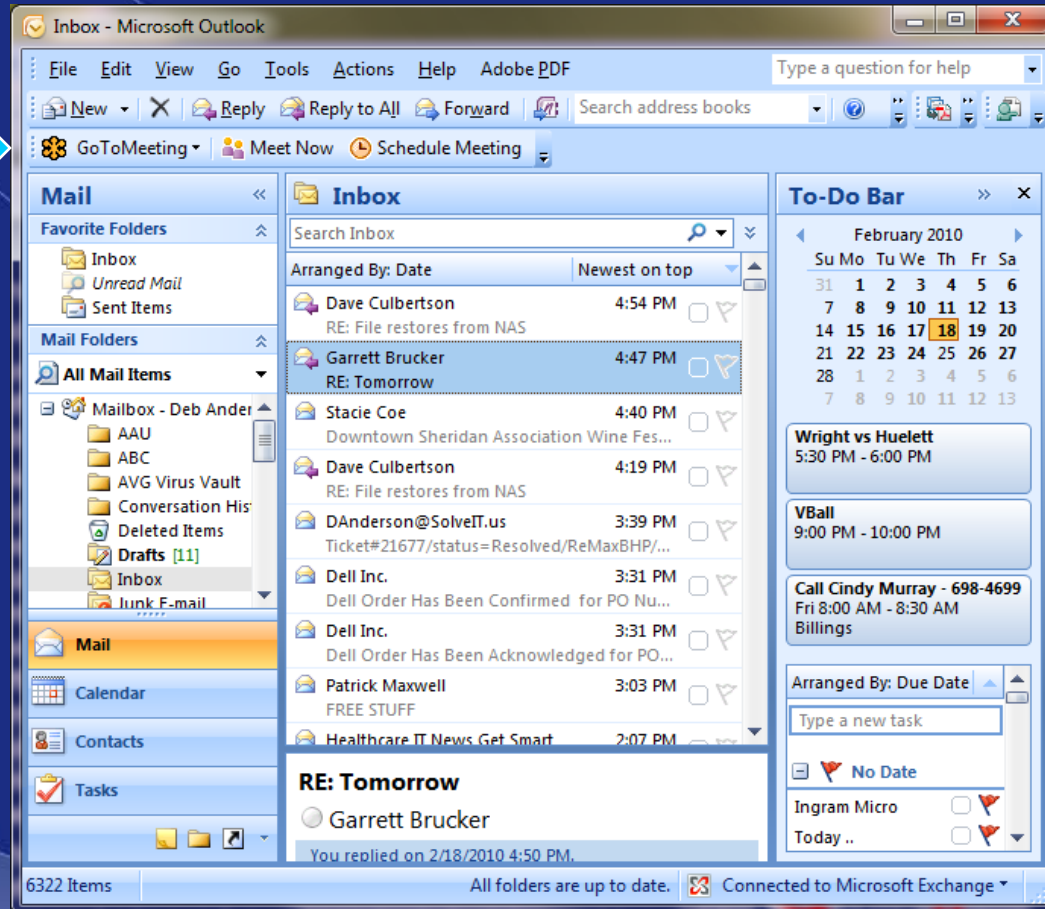
Rank	Solution	Results <sup>[1]</sup>	Monthly Fee
1	Citrix GoToMeeting 4.0	(9.5)	\$49
2	Netviewer Meet 6.0	(9.4)	\$49
3	Cisco WebEx Meeting Center 8.5	(9.3)	\$69
4	Microsoft Office Live Meeting 2007	(8.8)	\$4.58/user/month
5	Digital Meeting	(8.7)	Pay per use
			2009/2010 prices

# Go To Meeting Features

- **Access to Desktop/Specific Application**
- **Chat/IM**
- **Audio Control/Mute All**
- **Spotlight , Arrows, Highlight, draw, etc**
- **Participant Reporting**
- **Meeting Recording**
- **Instantly change presenters**
- **Transfer mouse/keyboard controls**
- **Outlook integration**

# Go To Meeting Features

GTM Toolbar



Outlook  
Integration

# Go To Meeting Deficiencies

- **Requires local admin privileges to install**
- **No whiteboard**
- **No file transfer**
- **No Webcam**
- **No surveys or polls**

# Online Meetings Summary

- **Practical**
- **Cost Effective**
- **Easy to Use**
- **Secure**

- **Questions?**