

# Mividas Meeting Portal

Scheduling video meetings with ease  
using end users web browser.

# Scheduling directly from end users web browser



The main function of the Meeting Portal is to give end users an easy tool for scheduling video meeting via their web browser.



## Meeting templates

Depending on your organization the Meeting Portal will have different meeting types to choose from such as secure meeting or webinar.



## Branding support

Customize the Meeting Portal to fit your organizations profile by changing colors and uploading your own logotype.



## Calendar

All scheduled meetings and past meetings are shown in the calendar for easy access via the Meeting Portal dashboard.



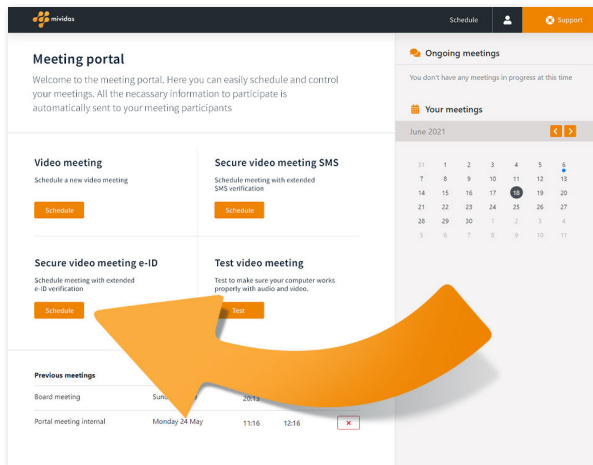
## Responsive design

Designed to work from different types of devices - either a computer, tablet or mobile phone.

## Go secure with Mividas Connect

Our product designed for scheduling different types of secure video meetings directly in your meeting platform. Enabling secure login with SMS or electronic ID verification when scheduling video meetings in the Meeting Portal.

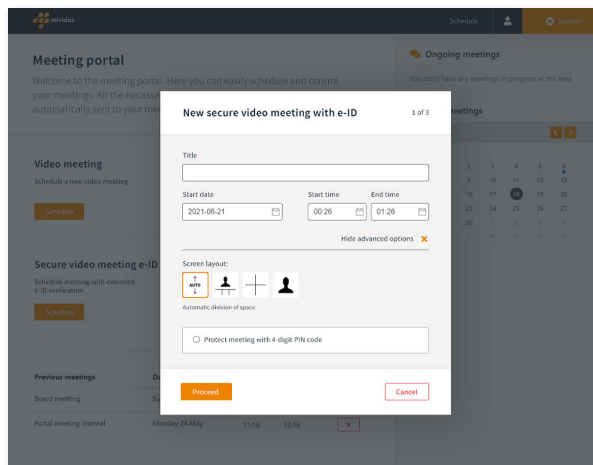


**1**


### Choice of meeting types

Users can see all available meeting types via the Mividas Meeting Portal's dashboard. Options may differ depending on the type of organization and its operations.

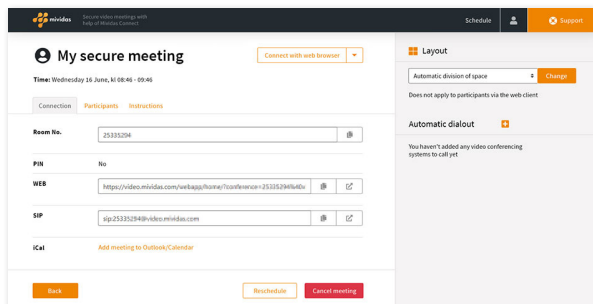
If an active license of Mividas Connect is available, options for secure video meetings will also be listed here.

**2**


### Scheduling dialog

After clicking 'Schedule' for the selected meeting type, a dialog box opens and a number of steps are presented in order to create a scheduling. These steps may differ slightly depending on the type of meeting chosen.

By choosing e-identification, for example, one of the steps presented is to enter the social security number of the participants and moderators participating in the meeting. This step is not required when scheduling a regular video meeting.

### Good to go!

When all steps for the scheduling are completed, the user's virtual meeting room is created and the user is redirected to an overview of their scheduled video meeting.

Here the user can manage several aspects of the meeting, for example adding new participants, sending out instructions on how to join or canceling the meeting entirely.

## Get started

Enable easy video meeting scheduling. Our sales team is happy to help you get started.

Contact us, by phone +46 10 19 60 600 or send an email to [sales@mividas.com](mailto:sales@mividas.com).