



powered by AnyMeeting

zipLogix® Online Real Estate Training

Hosting Online Meetings with
zipConsult™

Meet anywhere, anytime

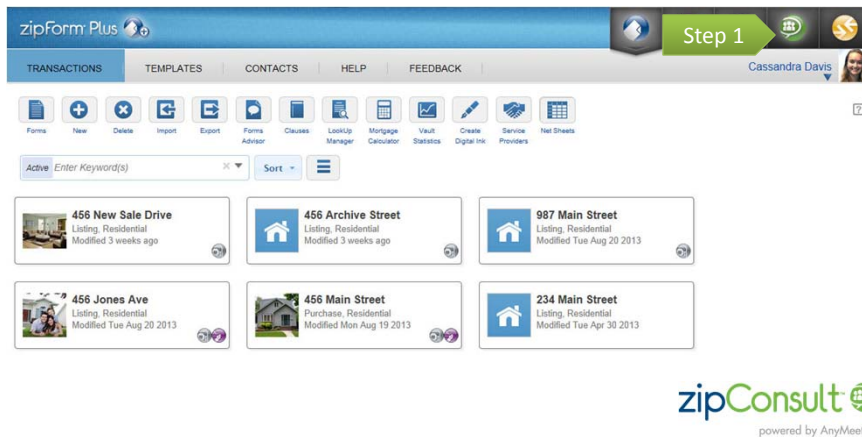
- Share your screen instantly
- Easy to start from zipForm®
- Easy for clients to join a meeting
- Quick, powerful screen and video sharing
- Free for zipForm® users (ad-supported)
- Ad-free upgrade available
- Use to Advanced Options to schedule meetings or review meeting history



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Open zipConsult™ from zipForm® Plus

Click the green **zipConsult™** icon in zipForm® Plus



Welcome to zipConsult™



Click **Launch Meeting Now** to get started

Welcome to zipConsult!

Web conferencing for small business powered by AnyMeeting. zipConsult is the solution for one-to-one meetings and group collaborations. It's an easy way to share and review documents with anyone, anytime.

[Launch Meeting Now](#)

[Close](#)

Cassandra Davis,

Meet Online and Close the Deal

Meet clients online by clicking the launch button below to start utilizing the following features.

- Share your screen with clients online and review zipForm transactions
- Created unlimited online meetings, no restrictions!
- Meet faster, invite attendees utilizing saved contacts in your zipForm address book
- Video conferencing brings face to face client meetings online



Start a meeting

Click **Meet Now** to start a meeting instantly

Optional: Add Participants to send an email invitation for the meeting



Choose your audio



Choose your audio...



Click your preferred audio option.

Note: using your computer's microphone and speakers for audio may result in reduced meeting quality, depending upon your internet connection speed.



Conference Call Information

HOW WOULD YOU LIKE TO TALK?

Use Microphone Use Telephone

Step 1 Phone Number: 2 1 3 - 4 9 3 - 0 8 6 7 (US)

Step 2 Access Code: 0 4 1 7 1 8 5 #

Once connected, enter this Audio PIN:

Step 3 * 1 1 0 #

Phone Controls

- *4 = Phone instructions
- *5 = Mute/Unmute all
- *6 = Unmute yourself
- *7 = Lock conference call
- *8 = Chime control

Step 4 Close

If you chose telephone (usually better audio quality),

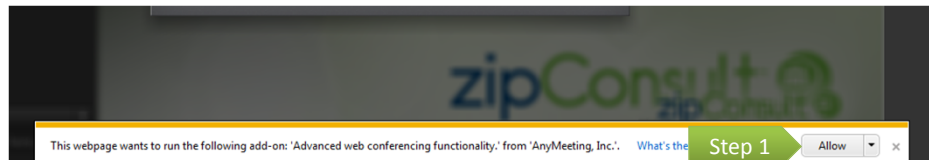
Dial in to a **conference line** or click **Close**

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Web Conference Plug-in

You may be prompted to run, download or allow the web conferencing add-on from “AnyMeeting, Inc”. Click **Run** or **Allow** in order to participate in the meeting.

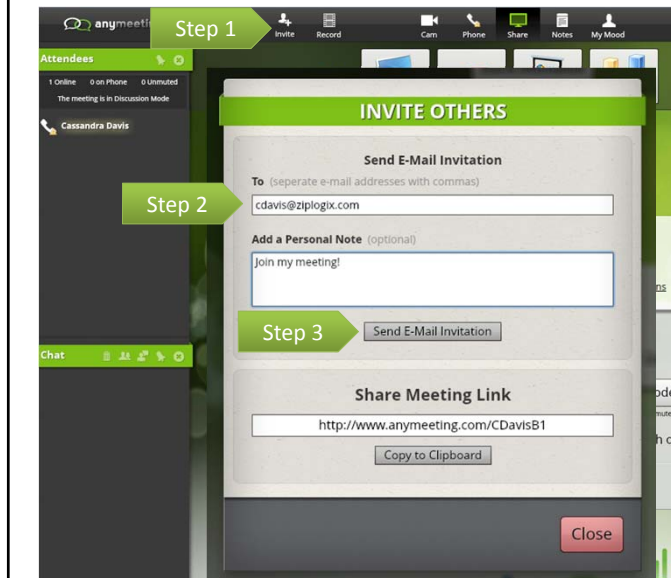
On Internet Explorer, this message appears at the bottom of the screen.



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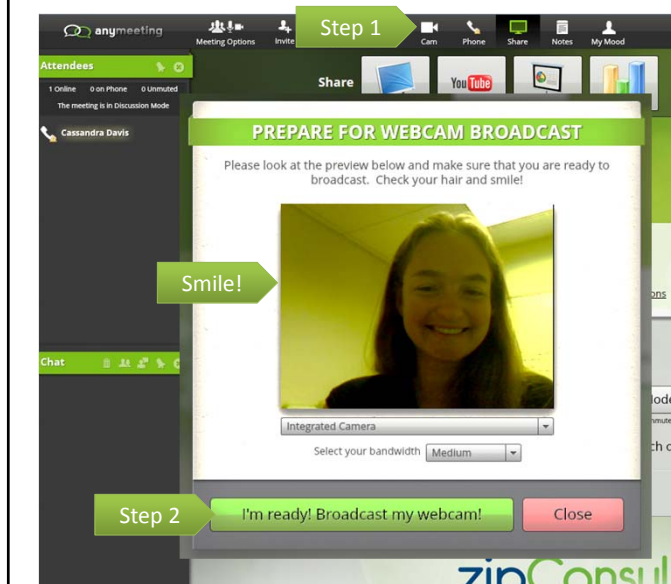
Invite others after starting a meeting



Invite meeting participants by sending them an email, or share a web link.

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Share your webcam



Sharing your webcam lets you have a more personal meeting

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Enable Webcam



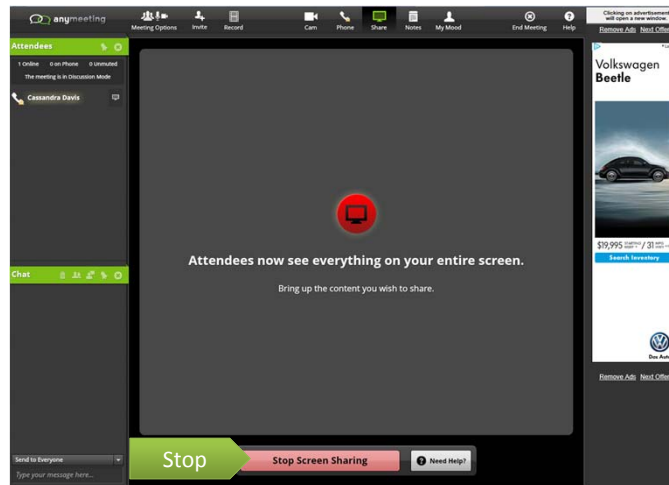
Allow
zipConsult™ to
use your
webcam if
prompted

Share your screen



Share **your**
computer screen
or choose to
share a program
that you have
open on your
computer.

Screen Sharing

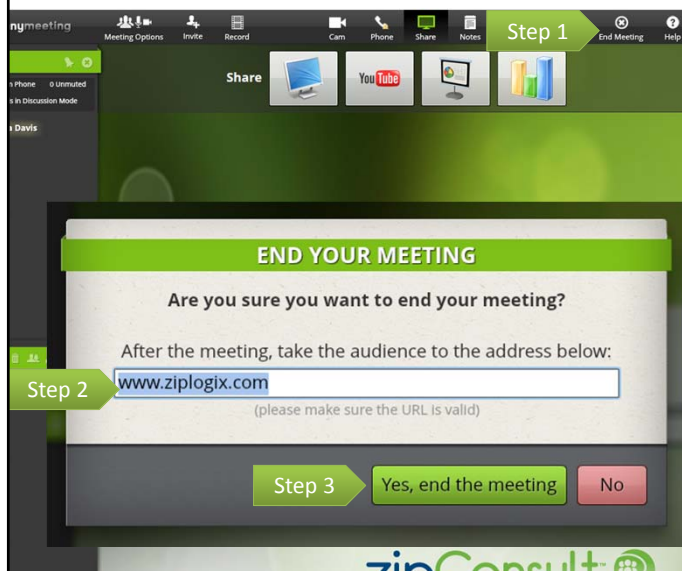


Anything you open on your screen is shared.

Return to zipConsult® to end screen sharing.

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End Meeting



Click to end the meeting.

Optional: Copy and paste or type a website address for attendees.

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Advanced Options

The screenshot displays the zipConsult web interface, which is powered by AnyMeeting. The header includes the zipConsult logo and navigation links: My Meetings, Account, Support, and Logout. Below the header, the user's profile is shown as 'My Meetings | cdavis@zipform.com'. The main content area features a 'Schedule a Meeting' button, a 'Meeting history' tab, and a list of past meetings. The first meeting listed is 'zipConsult' on Tuesday, October 15, 9:43 AM, with a total attendance of 0 and 0 minutes duration. The second meeting is 'zipConsult' on Tuesday, October 1, 1:59 PM, with a total attendance of 1 and 0 minutes duration. A 'View attendee' button is highlighted for the second meeting. The interface also includes a 'Send Follow Up Email' button and a 'View Meeting Detail' link for each meeting.



Thank You

Additional information and resources:
www.ziplogix.com/zipconsult