

## Overview

Business MeetingSphere is the entry-level offering for organizations. Served from the Cloud, it provides the complete suite of MeetingSphere tools, their impact and uses. It adds the benefits of

- easy collaboration between multiple Hosts
- shared templates and Best Practice management
- a shared user database
- easy implementation of security policies
- branded welcome screens, welcome messages and report logos
- a branded address on the Internet e.g. meetingsphere.com/yourcompany
- self-service online administration of subscriptions by an appointed subscription administrator
- easy roll-out across the organization - just add Host subscriptions

## Served from the Cloud

A Business MeetingSphere is delivered as a software service (SaaS) from the Amazon Cloud (AWS) which provides the highest levels of security and, of course, 24 x 7 application monitoring.

- Customers from the Americas are served from Amazon's US data centers ("regions") in Virginia (east coast) and Oregon (west coast).
- European and African customers are served from Amazon's European data center in Ireland.
- Customers from Asia and Oceania are served from Amazon's data centers in Singapore or Australia respectively.

## Easy access

MeetingSphere runs in the browser. No download. No installation. All users need is:

- An Internet browser like Chrome, Firefox, Internet Explorer, Opera, Safari etc
- The Adobe® Flash® plug-in (Verion 10 and up, your browser probably has it)

- Javascript enabled (in Internet Explorer Javascript is enabled with "ActiveX", this is the default setting)
- An Internet connection via the standard ports and protocols http (TCP 80) and https (TCP 443)

Users of tablets (iPad or Android) currently use a Flash Browser such as Puffin (recommended). Apps for iPad and Android will be available by April 2014.

## Subscription scheme

The Business MeetingSphere requires two forms of subscription

### 1. The Business MeetingSphere subscription

The subscription for the MeetingSphere assures creation and maintenance of the Business MeetingSphere and its availability on the web.

### 2. A personal subscription for each Named Host

Each person which shall run sessions requires a personal 'named' Host subscription which allows these users to run an unlimited number of meetings, with as many participants as they wish, at no extra cost. Add more Host Subscriptions as the number of users grows.

The minimum term of a subscription is 12 months. Multi-year subscriptions are available at a discount.

Participants do not require a subscription.

## Administration

The Business MeetingSphere is administered by the 'MeetingSphere admin' who can delegate admin roles such as user admin, session admin or template admin to other users.

The self-administration of subscriptions is limited to the 'Subscription administrator' who can pass on her role to another user through MeetingSphere's online subscription system.

## Upgrade options

Should your requirements grow so that enterprise class scalability and features suddenly matter, you can, of course, upgrade your Business MeetingSphere to one of our Enterprise MeetingSphere offerings. A setup fee for the new solution will apply. Nothing will be lost in migration.