

# My Room Bridge

## My Room Bridge

### Description

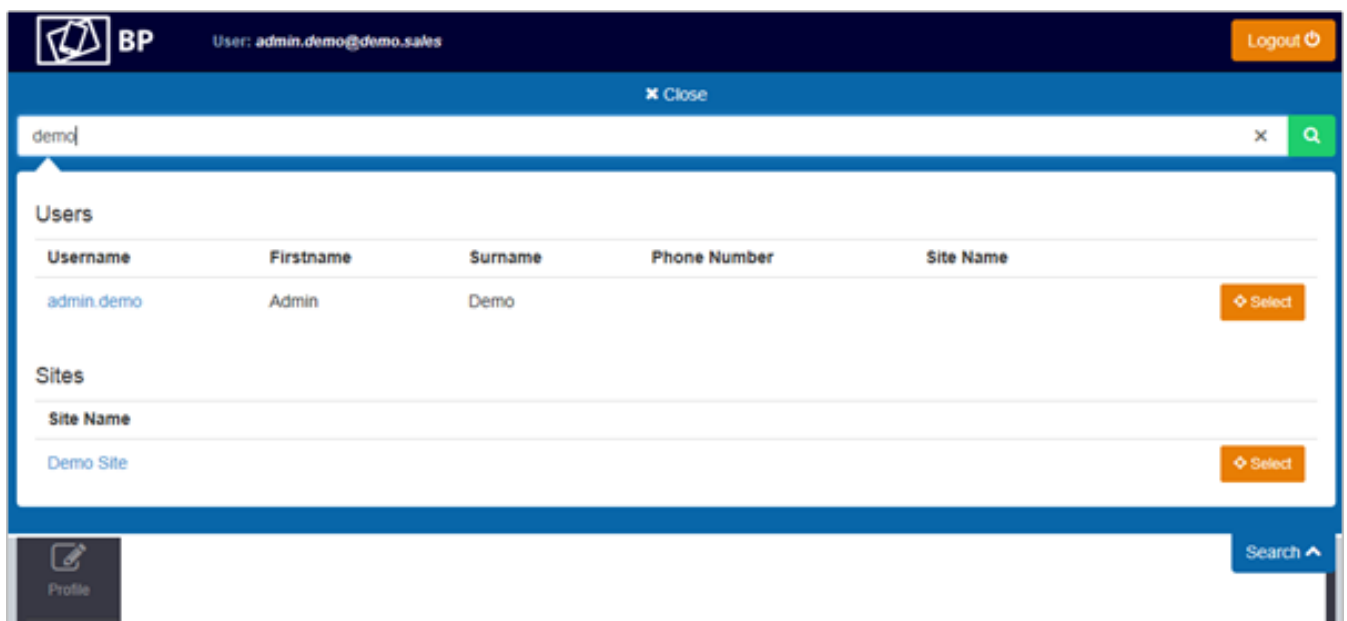
My Room Audio Conferencing provides Personal Audio Conferencing for up to 8 attendees per conference. It is a reservation-less audio conferencing service that can be accessed from any phone, anywhere. You conduct the conference as the Chairperson.

### Function

The UC Team Add-On includes the My Room Conferencing 8 feature, which provides each User with a feature rich, personal Audio Conferencing service for up to 8 participants. In order for Users with the UC Team Add-On to access the Audio Conferencing service via a Conference Bridge, a My Room Bridge needs to be configured at the Site level:

### Configuration

- Using the “Live Search” facility type in name of the Site you wish to amend.
- Use the “Select button” to select the desired Site from the list shown



- From the sidebar select Features
- Scroll down to Portals & Bridges and select “Configure” My Room Bridge

The screenshot displays the 'My Room Bridge' configuration page. At the top, there is a navigation bar with 'Company', 'Sites', 'Employees', and 'Employee Groups'. Below this, a sidebar on the left contains 'Site Selection', 'Features', 'Feature Assignment', 'Profile', 'Device Management', and 'Dashboard'. The main content area shows a breadcrumb 'Features > My Room Bridge' and a success message: '✓ Success: Feature updated'. The configuration form includes the following fields:

- Name:** My Room Bridge
- Caller ID First Name:** Audio
- Caller ID Last Name:** Conferencing
- Directory Number:** +44 20 36510325
- Extension:** 0325
- Language:** English
- Time Zone:** GMT/BST (London)

At the bottom of the form, there are two buttons: 'Cancel' and 'Save'.

- Enter a Name, CLI First and Last Name, select a Telephone Number to apply and enter an Extension Number for the My Room Bridge:
- Click Save

The My Room Bridge has now been created under the Site. This will be the Audio Conferencing Bridge for all Users that have the UC Team Add-On, which includes the My Room Conferencing 8 feature. Users and external parties can dial into the My Room Bridge from any phone, on any network to participate in an Audio Conference.

Online URL: <https://kb2.ic.uk/article.php?id=304>