

# My Room Bridge

304 Darren M Mon, Feb 15, 2021 [Site / Company Features](#) 1045

## My Room Bridge

### Description

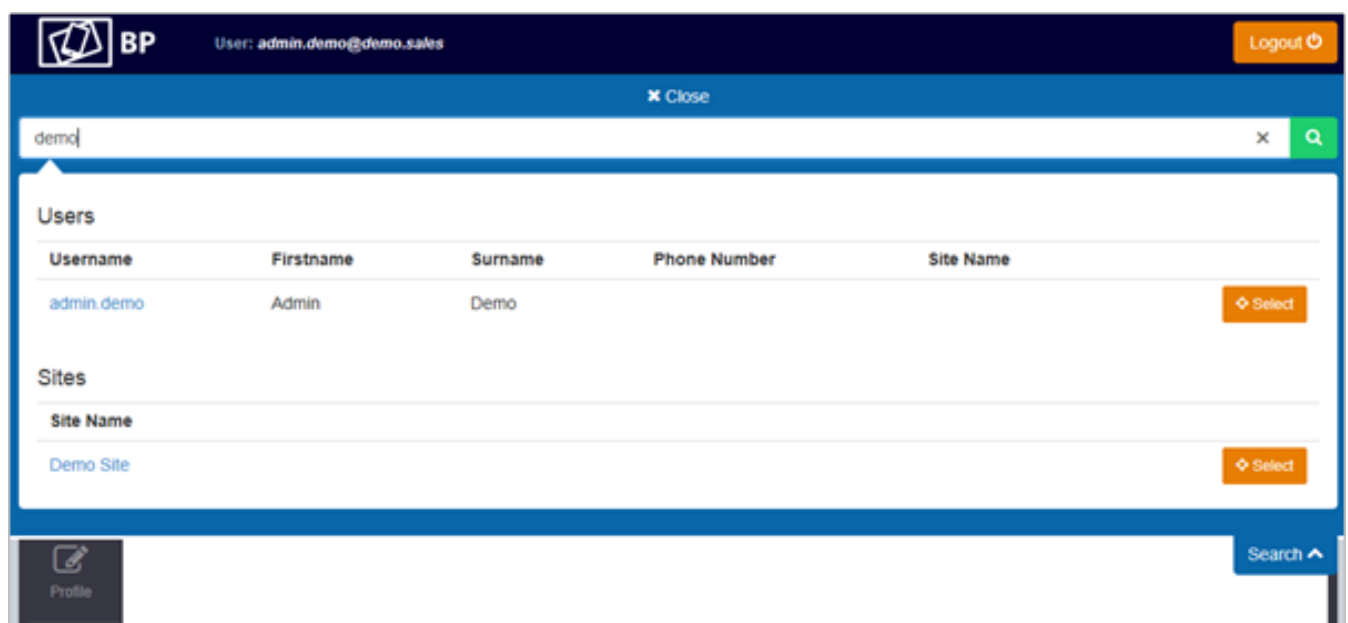
My Room Audio Conferencing provides Personal Audio Conferencing for up to 8 attendees per conference. It is a reservation-less audio conferencing service that can be accessed from any phone, anywhere. You conduct the conference as the Chairperson.

### 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



BP User: admin.demo@demo.sales Logout

Close

demo

Users

Username	Firstname	Surname	Phone Number	Site Name
admin.demo	Admin	Demo		Select

Sites

Site Name
Demo Site

Search

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

**Portals & Bridges**

- Call Director Portal Configure
- My Room Bridge** Configure
- Voice Portal Configure

---

**Company** | **Sites** | **Employees** | **Employee Groups**

**Features > My Room Bridge** Company: Sales Demo Site: Demo Site

✓ Success: Feature updated

Site Feature Settings / My Room Bridge

**My Room Bridge**

\* Name

\* Caller ID First Name

\* Caller ID Last Name

Directory Number

Extension

Language

Time Zone

Cancel 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>