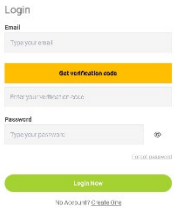


Video Conference System Quick Start

1. Login platform

- Access <https://lawtechservice.ebram.org/login>.
- Login with account details and verification code will be sent to your email.



2. Create meeting room

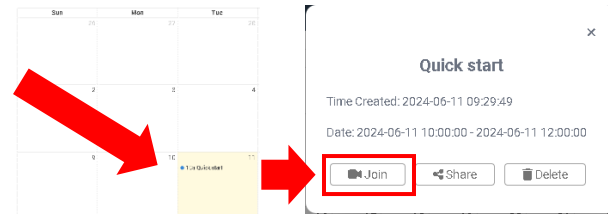
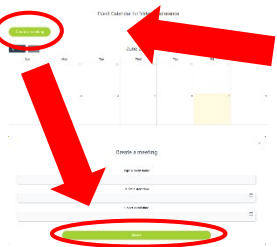
- (if you are new user) click “**Subscribe Now**” or “**Free Trial for 90 days**” at <https://lawtechservice.ebram.org/offer?s=vc>.
- Select “**Video Conference**” at <https://lawtechservice.ebram.org/account> or access <https://lawtechservice.ebram.org/vc/room>.
- Select “**Create a meeting**” and enter Meeting details.
- Select meeting from calendar and select “**Join**” to enter the meeting.



Subscription

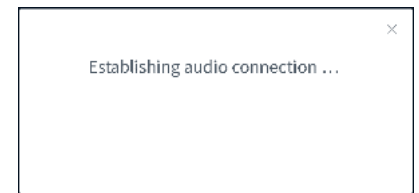
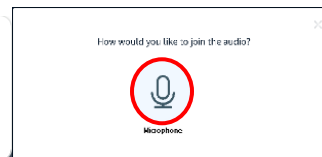
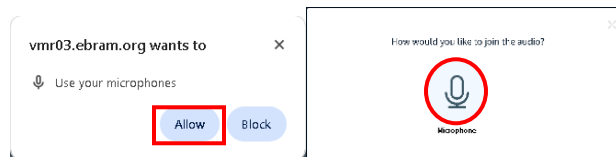
Video Conference (Free Trial)
expire on 2024/09/09

Enter promotion code

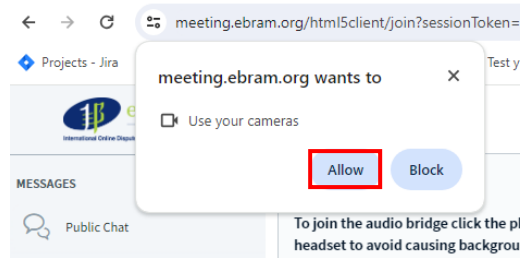


3. Launch meeting room

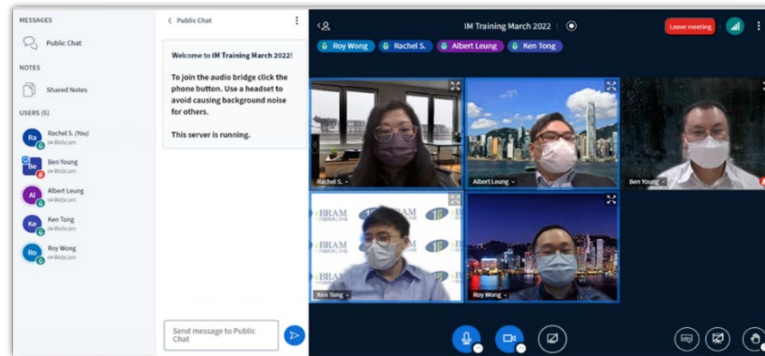
- You will be directed to a new page and connect to audio. (please “**Allow devices**” and “**join audio**” if any)



- b. The permission dialog "Use your cameras" will also pop up. You must select **"Allow"** to give the video conferencing app access to your camera.

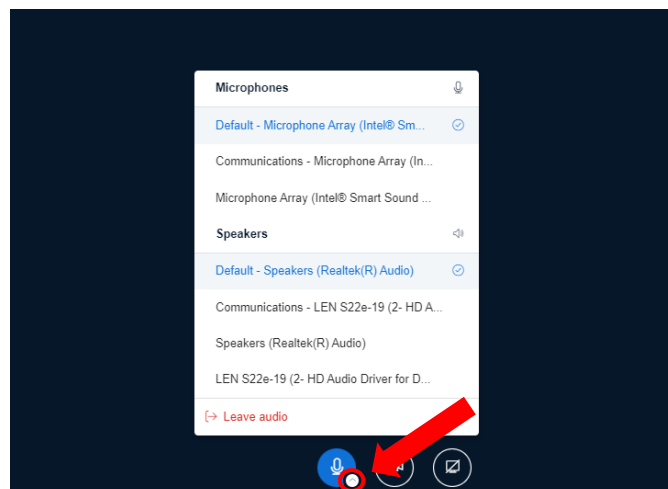


- c. The meeting has now begun



4. Changing audio and camera device settings

- a. For audio, you can click the upward arrow on the microphone icon located in the bottom middle of the screen. This will display a dropdown menu where you can select your preferred microphone and speakers.



- b. For camera, you can click the upward arrow on the camera icon located in the bottom middle of the screen. This will display a dropdown menu where you can select "**Open advanced settings**" to access your preferred camera options.

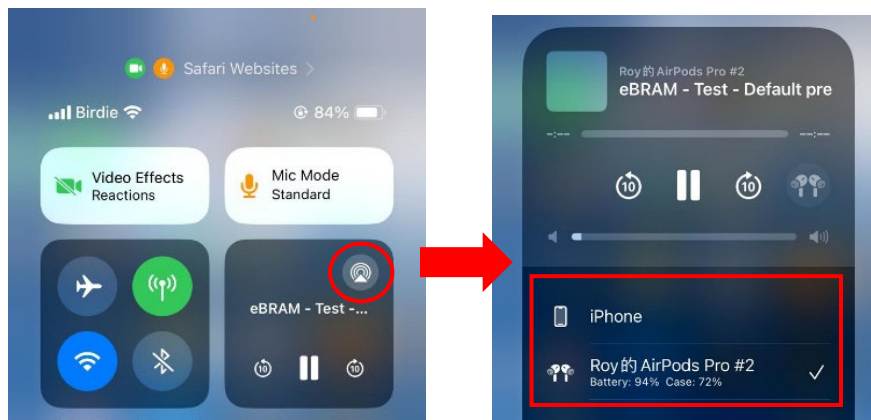


5. iPhone settings for headset and camera

- a. Please click "**Allow**" to give the video conferencing app access to your microphone and camera.

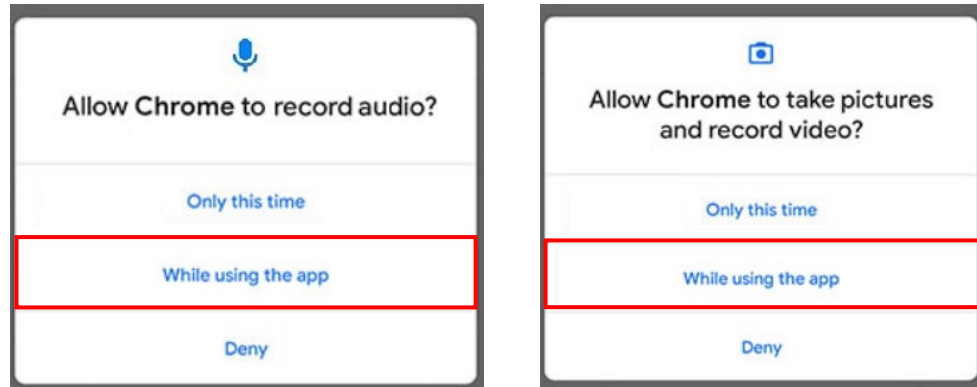


- b. If you are using an external headset, **touch the top right of your screen and slide down** to view the control center panel. Here you can select your headset device from the list of audio output options.



6. Android - settings for headset and camera

- a. Please click "**While using the app**" to give the video conferencing app access to your microphone and camera.



- b. **Swipe down on your screen** to access the quick panel. Tap on the "**Media**" button and ensure your preferred audio output is selected.

