



comwave[®] Connect Mobile

Quick Start Guide



Some features described herein may require additional licensing.

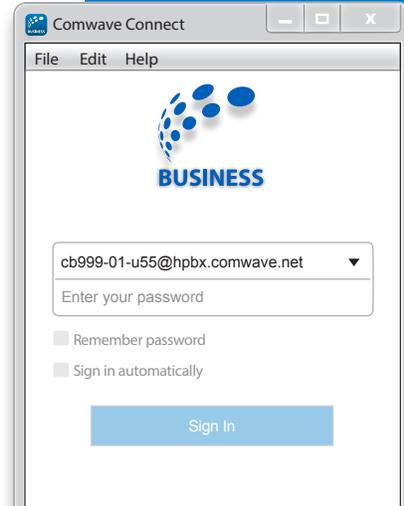


Start

Download the Comwave Connect App from Apple iTunes Store or Google Play.

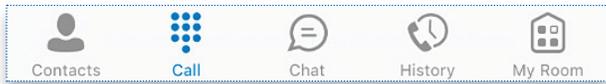


Open Comwave Connect. Enter your Username & Password.

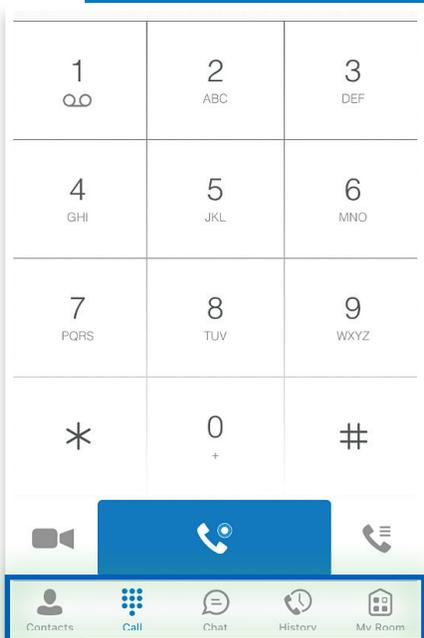


Using Comwave Connect

The bottom Ribbon includes your Local & Enterprise Contacts Dial Pad, Chat, Call History, and My Room.



My Room is your dedicated collaboration center where group chats, screen sharing and conference calls are held.



Contacts

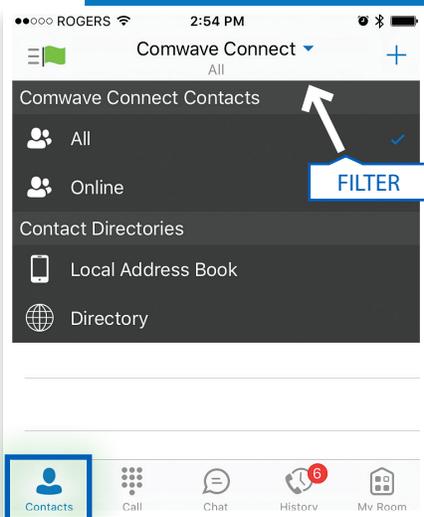
When you select Contacts, you can further filter your list by clicking "All" from the top menu and select:

All: Contacts will appear here after you invite them.

Online: Contacts that have agreed to share their presence with you and are online.

Local Address Book: Contacts from your smartphone.

Directory: Contacts from your Enterprise Directory.



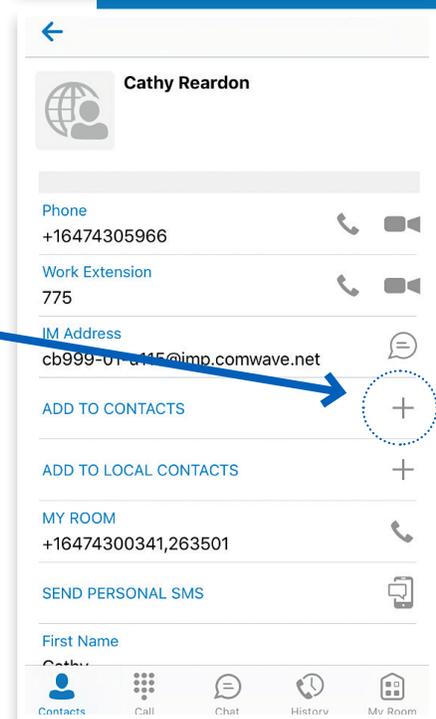
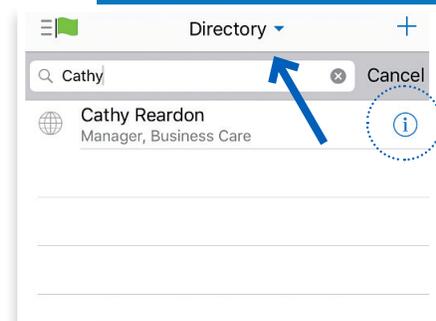
Inviting Contacts & Presence

When you first install Comwave Connect, your contacts are in either your Local Address Book or Enterprise Directory. You must invite contacts from your enterprise directory in order to utilize presence.

Select Directory from the drop-down menu and then search the contact you would like to invite.

Select the Information Icon 

Select "Add to Contacts". This will send that user an invitation. Once accepted, you will be able to see their presence. Contacts will also be able to see your presence.

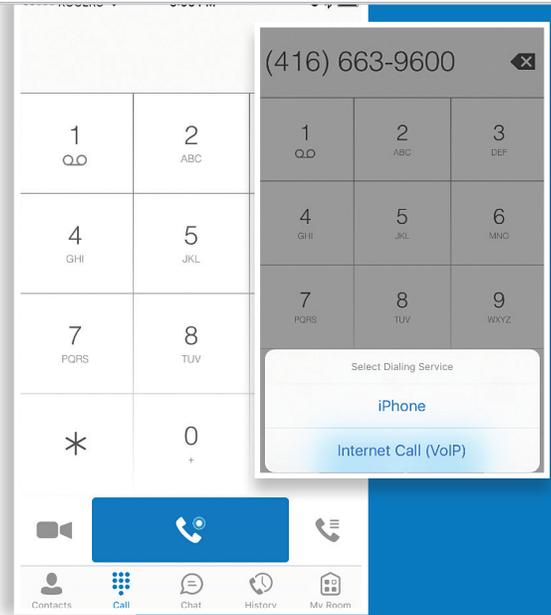


Presence Indicators

Icon	What it means
	The green presence icon indicates that the user is online and ready for communication.
	The yellow presence icon indicates that the user is online on their Business Communicator Desktop client, but has been idle or away from their computer for more than 10 minutes.
	The red presence icon indicates that the user is busy and does not want to be disturbed.
	The grey presence icon indicates that the user is offline and the only available contact method is calling or leaving a chat message.
	The question mark indicates that a subscription is pending and the contact has not yet approved sharing their presence.
	This icon indicates that the contact is busy due to a call. This is an automated presence status.
	This icon indicates that the contact is busy in a meeting. This is an automated presence status. The Busy – In Call status overrides the Busy – In Meeting status so this one is only seen when there is a meeting but no call.

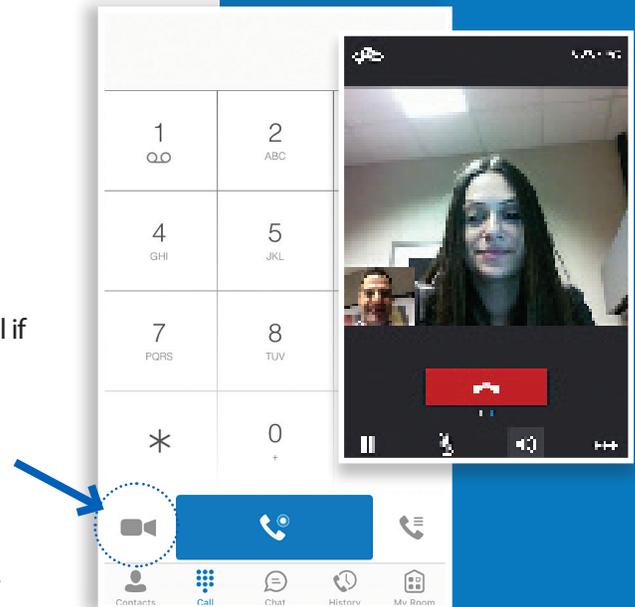
The Dialer

Key in the phone number or enterprise extension as you would normally. Press the Blue call button to dial. You will be presented with options for dialing directly from your phone or placing call through the App. (You can control this behavior in the settings).



Video

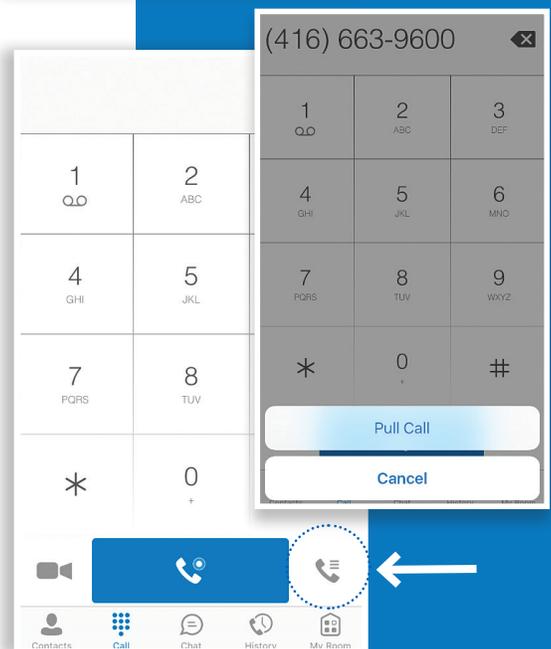
Video calls are just as simple to make with anyone in your company that has a video capable phone or App. Just click the Video Camera icon on the bottom left to initiate. It will revert to a regular audio call if they don't have a video phone or App.



Call Pull

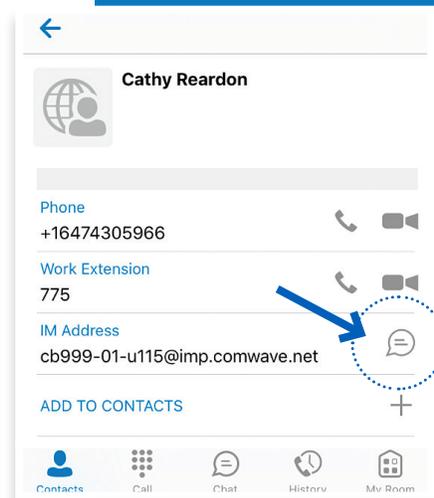
If you start a call on your desk phone and decide it time to take it mobile, simply click the Pull Call icon to continue the call uninterrupted to your mobile phone.

Your Comwave Connect App will immediately connect the call so that you can keep talking without the person even realizing the call was "moved".



Chats

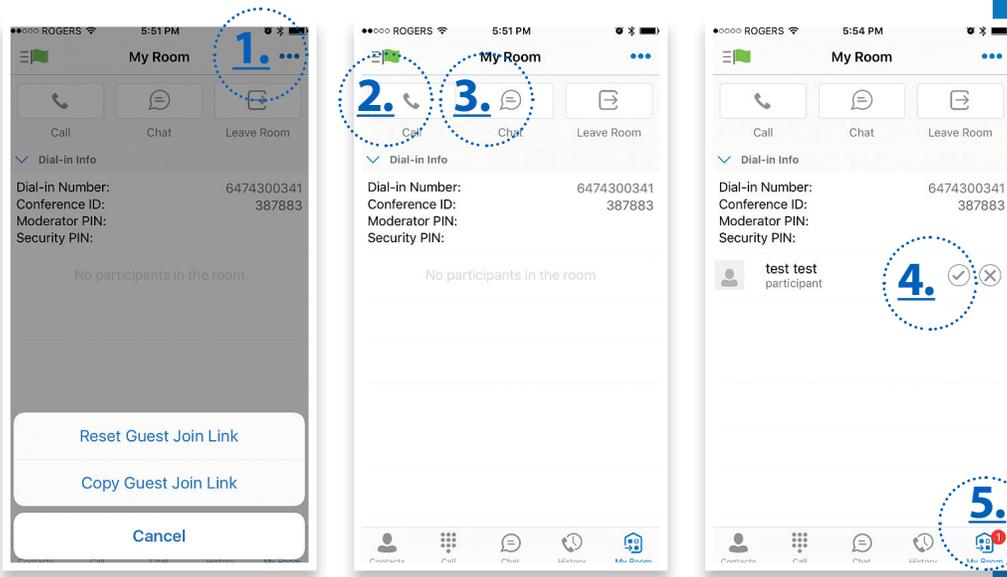
To start a chat session, select a contact from your list and click the chat icon. That chat history will remain the chat Ribbon until you delete it.



My Room

This is where you host your conference calls and collaboration screen sharing events. My Room has a dial-in number and a link that you can share with guests.

Once guests enter My Room via the link, they will appear for you to approve. Participants will need to call the dial-in number as well.



1. Clicking the More Options icon  on the top right pane allows you to copy the link to *My Room*. Resetting the link renders your old link inactive.
2. This is where you join the audio bridge of *My Room*.
3. This is where you engage in chat with everybody that is in *My Room*.
4. Each time someone tries to join *My Room*, you will be prompted to approve them.
5. Displays that number of participants in *My Room*.

The below is a sample of what Guests see when they click your My Room link and try to join your session.

