

# Collaboration Tools

Proactive and effective communication is the start to every successful project. As we are now challenged by social distancing, our approach to honest and open communication has not changed, but the tools with which we practice may. We currently utilize the following, and leave it to our clients to choose the option(s) that work best for you.



## GOTOWEBINAR

- Ideal for Large Groups (up to 500 attendees) and/or Multiple Presenters
- Chat Feature
- Voice Via Telephone or Computer
- Compatible with Chrome, Firefox, Internet Explorer, Safari, and Microsoft Edge



## GOTOMEETING

- Available for Up to 151 Simultaneous Users for Voice/Video/Desktop Sharing
  - Chat Feature
- Voice Via Telephone or Computer
- Compatible with Chrome, Firefox, Internet Explorer, Safari, and Microsoft Edge



## UCx COLLABORATION

- Ideal for Groups Up to 100 Attendees
- Audio Bridge for Up to 100 Participants
- Audio, Video, My Room, Chat, Presence, Screen and File Share from Up to 5 Devices
- Google Chrome Browser Recommended



## UCx TELEPHONE

- Ideal for More Personal Conversations
- Call Forwarding to Cell Phone or Computer



## EMAIL

- Ideal for Information Sharing



## FILE SHARING

- Ideal for Exchanging Large Quantities of Data or Large Files



## TEXT MESSAGING

- Ideal for Quick Responses