Admin Portal – Collaborate Bridge

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What you need to know:

This article provides details on the Collaborate Bridge feature, which is a site service that allows users to initiate calls from the My Room feature of their UC-One applications. This article provides instructions for assigning the Collaboration Bridge two-way number and viewing the Room ID numbers associated with the users who have been assigned the Collaboration bundle.

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The Collaboration Bridge is a unique two-way phone number and must be configured in the My Account portal. Each site has a unique Collaboration Bridge two-way phone number assigned to it and all Users within the site have the same Collaboration Bridge number.

Each User that is assigned to the Collaboration Bridge has a unique Room ID which is used to initiate My Room sessions.

- Calls within the My Room feature will not process if there is not a phone number assigned to the Collaboration Bridge.
- Users that have been assigned the Premium package, or the Collaboration Bundle as an add-on, will have the ability to use this feature.
- A moderator pin is not required for this feature, only the Room ID is required.
- There can be multiple private My Room sessions running concurrently, each with a combined total of 15 audio and video participants.

View and/or modify the Collaboration Bridge Number

- 1. Log in to the admin portal.
- 2. Select **Advanced Service** from the left menu.
- 3. Select Collaborate Bridge under Productivity Services.
- 4. The two-way phone number assigned to the Collaborate Bridge is displayed. This the two-way phone number the system uses to dial out when placing My Room calls.

5. To change the two-way phone number assigned to the Collaborate Bridge (this will change for all users in the site), click **Unassign**. Select a different two-way phone number and select **Assign**.

Dashboard	Collaborate Bridge site:	JHS (14460) 🔹 🗸
Numbers (271)	Telephone Number 9184987700	
Devices (100)	Your new collaborate bridge number is:	
000 Users	Unassign ZAssign	
X Advanced Services		
Analytics	Collaborate Bridge Default Settings	
Reports	Main Collab Bridges	
Q.O Call Recording	* Calling Line ID First Name:	
Profile	* Calling Line ID Last Name:	
=	* Calling Line ID Phone Number:	
	9184987700 •	
	* Extension:	
	7700	
	* Time Zone:	

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6. View user's Room ID numbers. These are the numbers required for the user to place calls from the My Room feature in the UC-One applications.

Dashboard	Collaborate Bridge			S	Site: JHS (14460) *			
Numbers (271)	Licenses Collab Bundle V	ideo Conf Hub						
Devices (100)	Total 0 0 In Use 0 0	0						
Oo Users	Collaborate Bridge Rooms							
Advanced Services	Showing 1 to 45 of 45 entries	Last Name 🗢	Phone Number 🗢	Extension 🗢	Room ID			
Analytics	Upload	Test	9184987714	7714	818337			
Reports	Test	Test1	9184987736		098047			
Call Recording	SusanÃ	Robinson	9184987881	88112	392934			
O Profile	Shawn	O'Neall	9184987831	7831	216467			
	Sancho	Panza	9184987861		531543			
	Decentionist CO	Test	0104007710	47710	701004			

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