MeetingOne presents...

MY ONLINE CONFERENCING Checklist

Know what apples to compare before choosing!

Platform Components

The most important platform features to my team are...

- ☐ Brandable Interface
- ☐ Reporting & Analytics
- ☐ Easy to Use for Presenters
- ☐ Ease of Access for Participants
- ☐ Mobile Friendly
- ☐ Meeting Recordings
- ☐ Capability to Edit Recordings
- ☐ User Permissions Control
- ☐ Unlimited Storage
- ☐ Historical Archiving
- ☐ Customization

Conferencing Tools

Features we have to have are...

- ☐ Chat
- ☐ Screen Sharing
- ☐ Participant Polling
- ☐ Document Sharing
- ☐ Editable Meeting Spaces
- ☐ HD Video Streaming
- ☐ Interactive Recordings
- ☐ Multiple Webcams
- ☐ Persistent Content
- ☐ Persistent Room Layouts
- ☐ Track Real-Time Engagement
- ☐ Secure Permission Control
- ☐ Complete Audio Control
- ☐ Breakout Rooms
- ☐ Integrated Audio

Enterprise Options

Our team HAS to have...

- ☐ On Premise Options
- ☐ Yearly Contracting
- ☐ Large Meeting Capacity
- ☐ Outlook Scheduler
- ☐ Team Training
- ☐ Webinar Management Tools
- ☐ 24/7 Technical Support
- ☐ Flexible Pricing Options
- ☐ Integrated LMS or On-Demand Course Management
- ☐ Audio/Webinar Facilitation

Let's Begin!

Explore Adobe Connect web conferencing with product experts at MeetingOne. We can help you decide what features & packages meet your needs & share how you can enhance the participant experience!

Schedule a Demo!

MeetingOne
audio & web conferencing