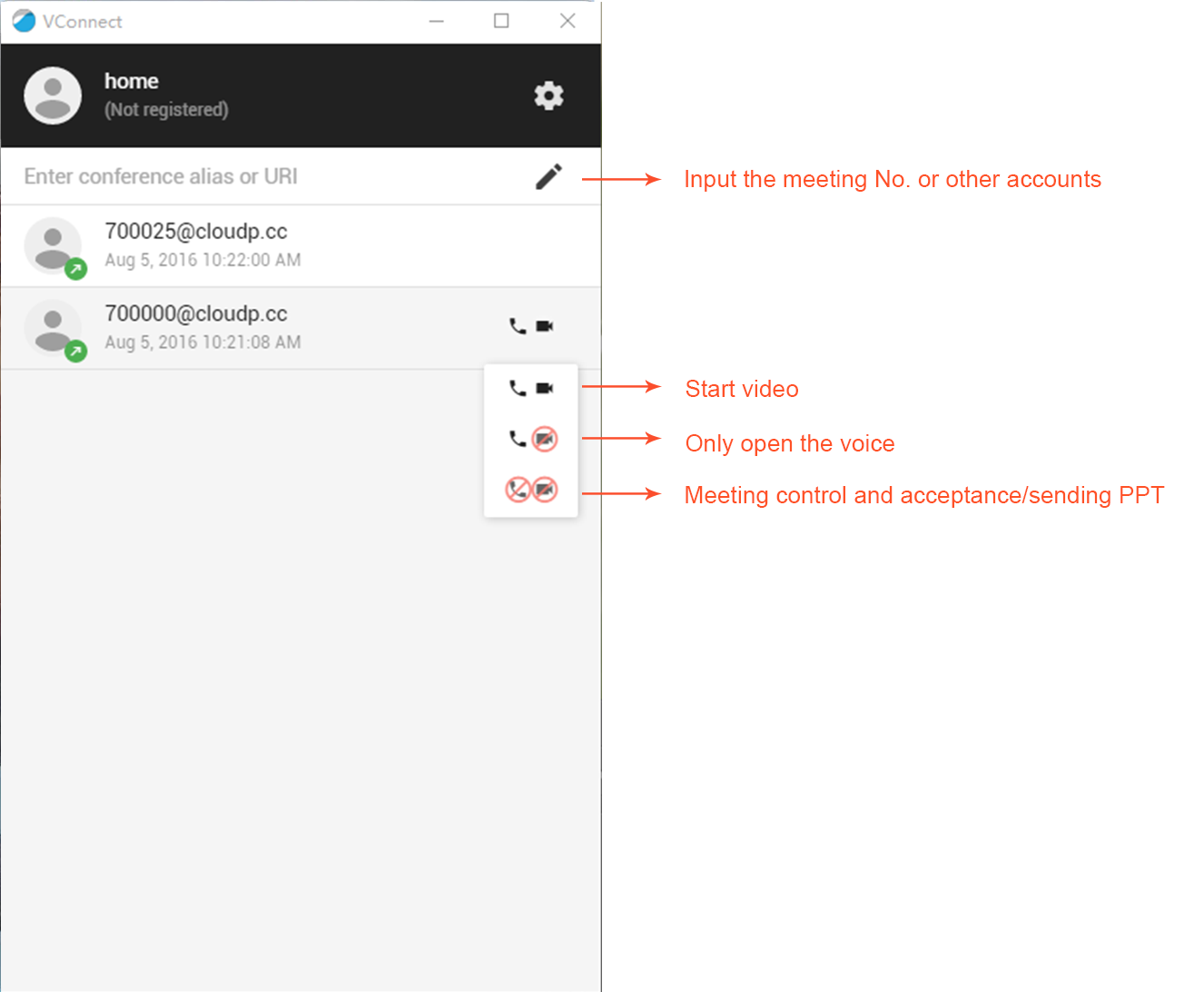
**Instructions for PC Client of VConnect — Windows Operating System**

**First, download**

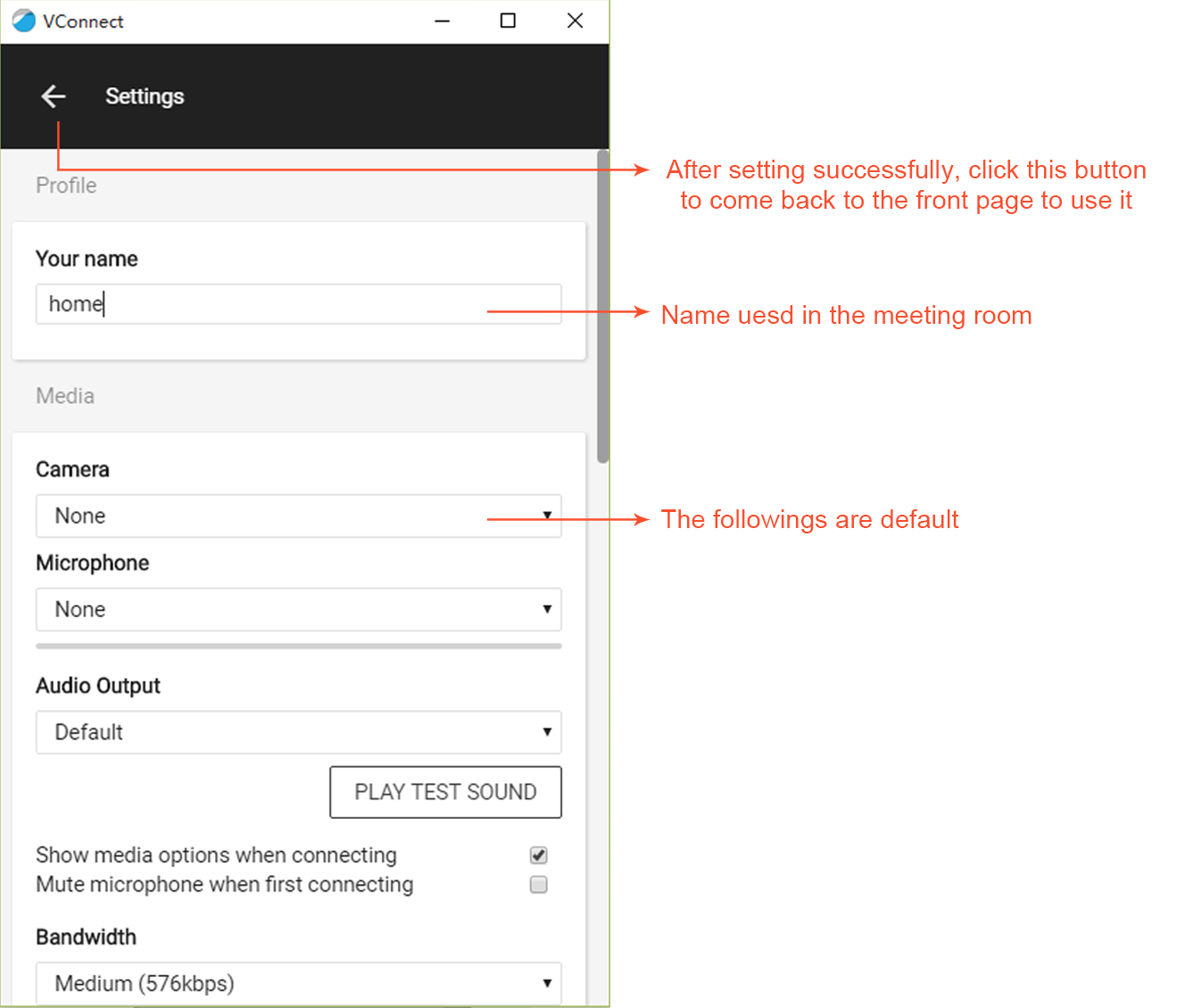
1. Download the PC client of VConnect: log in [www.cloud.cc](http://www.cloud.cc), and then click “Windows System Desktop” in the “Materials Downloaded” on the top of this page to download and install the client.

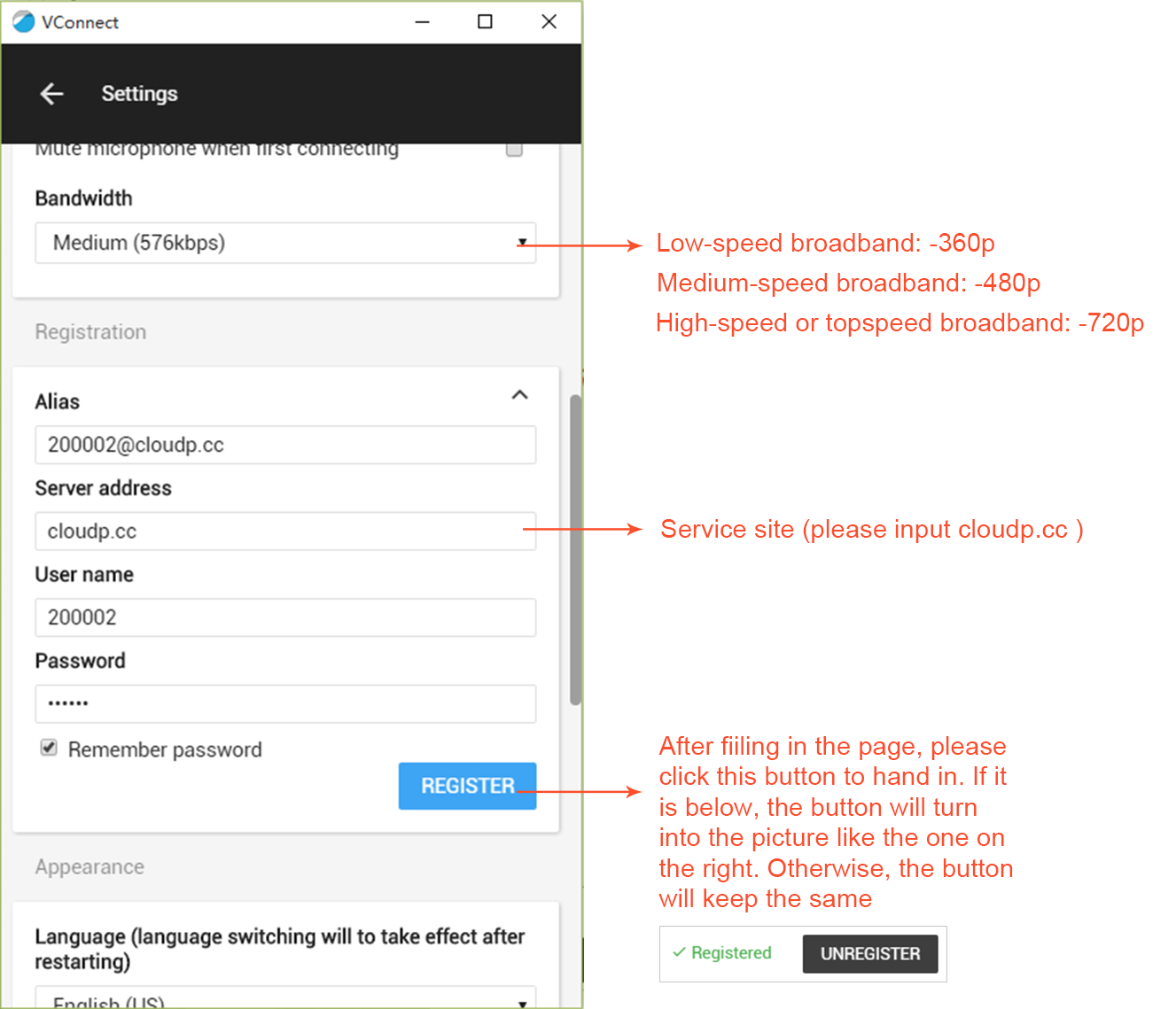
**Second, register and use**

1. Start page

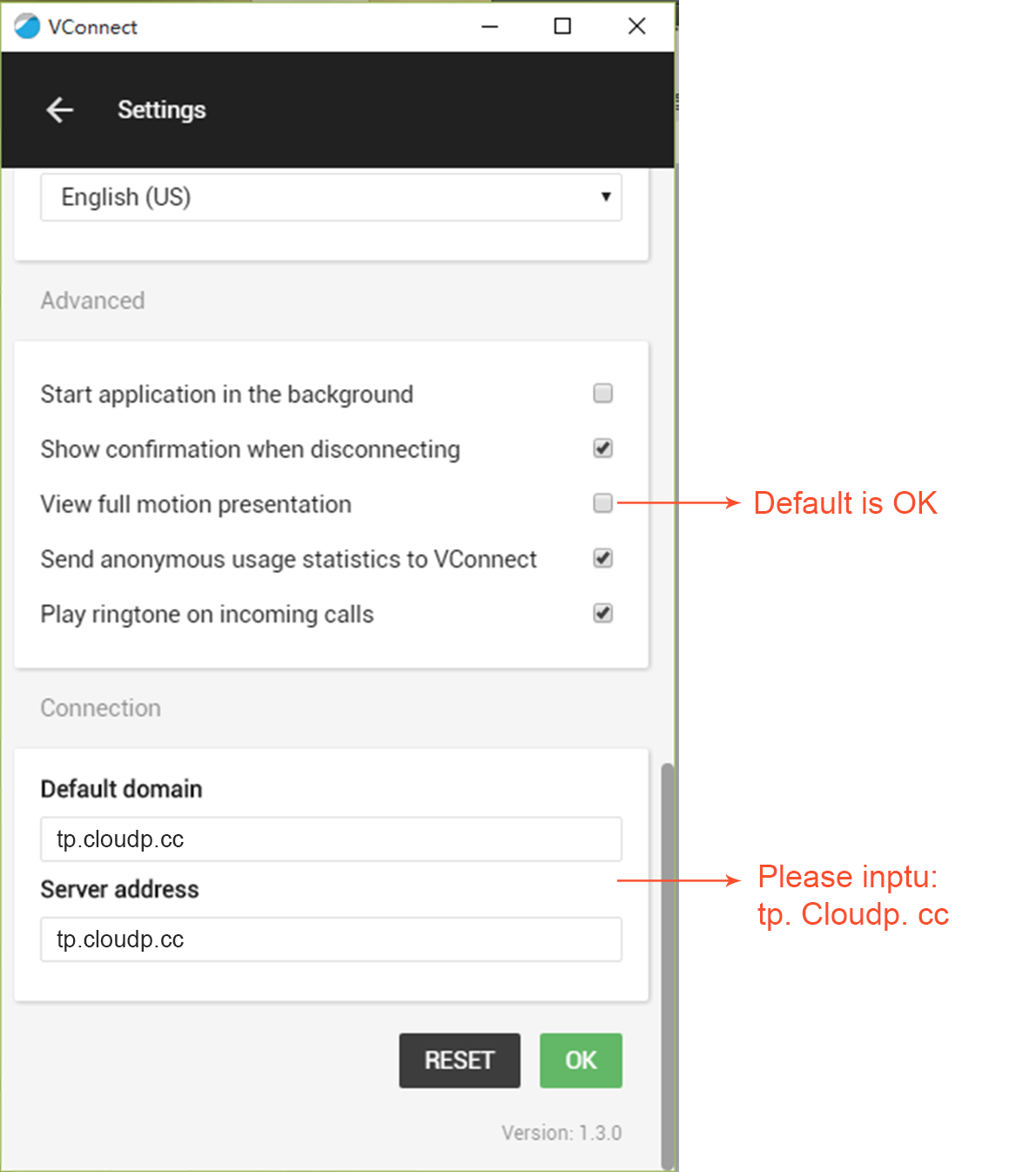


1. Configuration page

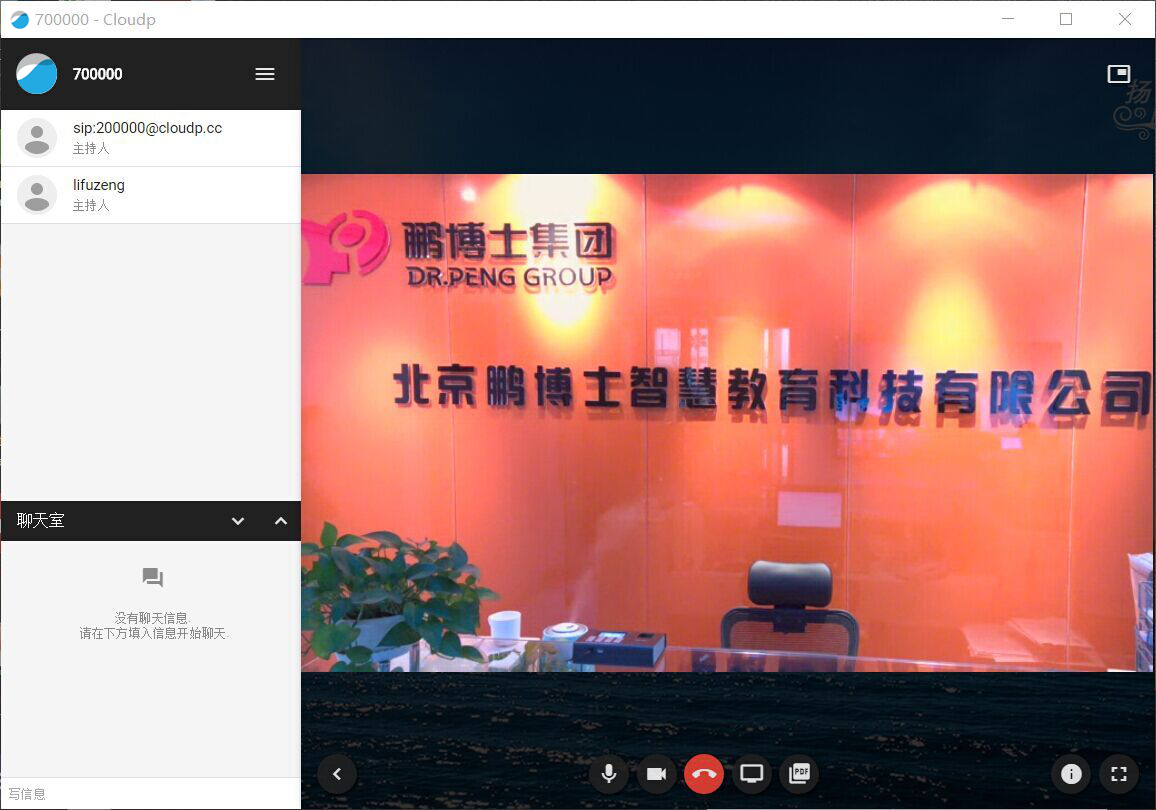




**Note: please use the formal account that has been opened up for you as the registration alias. 200002 is not effective.**



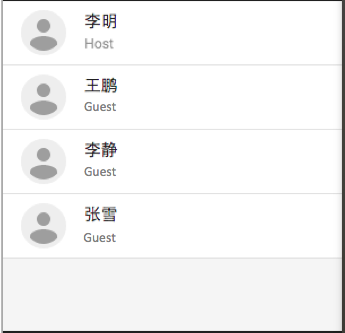
1. After calling the meeting room or equipment, the interface will be like this:

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Note: PC client can still use the function of “share desktop” without installing the plug-in.

1. **List of** attendees

Display attendees’ names, state (mute or not), and authority (host or attendee).

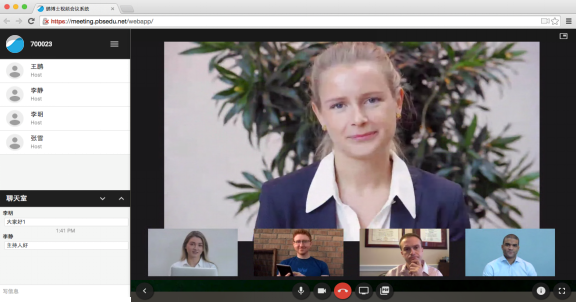
 静音：屏幕快照 2015-12-09 14

1. Chat room with words: interacting with all people by texting messages.



1. Share video screen

Click说明: 屏幕快照 2015-12-09 13.32.55.png: display local video screen, like this:



1. Set microphone

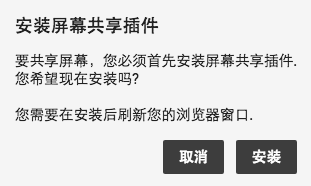
Click说明: 屏幕快照 2016-01-29 15.33.28.png: open local microphone and communicate by voice.

1. Share files

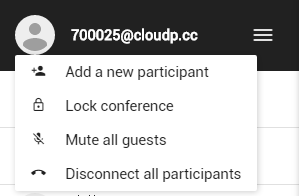
Click说明: 屏幕快照 2015-12-09 14.10.04.png: share pictures and PDF files quickly.

Click说明: 屏幕快照 2015-12-09 14.09.50.png: share computer desktop, that is to say, share all the computer applications.

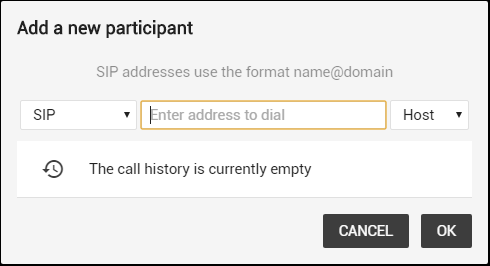
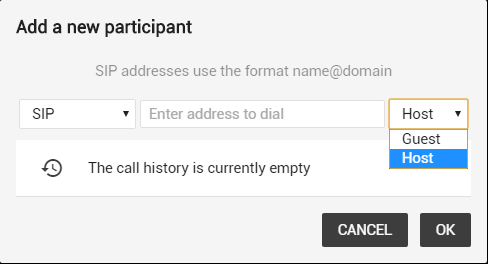
(Note: when using the share program of VConnect for the first time, a screen share plug-in needs to be installed. As is shown in the following picture, click “Install”, then it will exist until being uninstalled.)



1. Set

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1. 屏幕快照 2015-12-09 17: add new attendees, and choose the role as host or visitor, and choose the format of protocols;

1. 屏幕快照 2015-12-09 17: clock meeting, which means others who do not enter the meeting room cannot enter when the meeting is clocked;
2. 屏幕快照 2015-12-09 17: close the microphones of all attendees
3. 屏幕快照 2015-12-09 17: hang up on all attendees.