

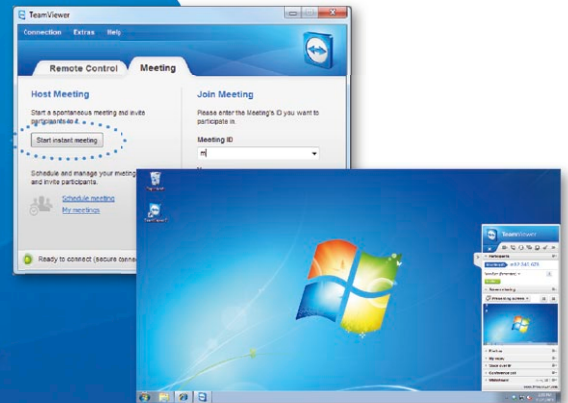


TeamViewer – Instant meetings

Would you like to quickly look at a document and work on it with your business partners or colleagues? We'll show you how to start and host meetings in just three steps.

1 Starting a meeting

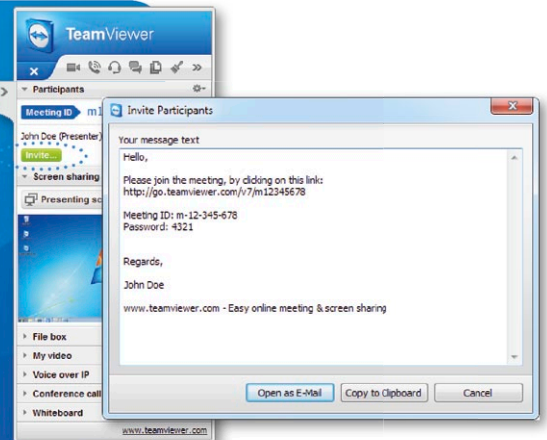
Start the TeamViewer full version and select the „Meeting“ tab. Click on „Start instant meeting“, the control panel will open up immediately.



2 Inviting participants

Click on „Invite ...“ to send an invitation e-mail to the meeting participants.

Alternatively, you may give the Meeting ID (and password if desired) via phone.



3 Attending a meeting

Your participants can join the meeting by clicking on the link in the invitation e-mail or by logging on to <https://go.teamviewer.com>. An application will run and they will immediately see your desktop.

