

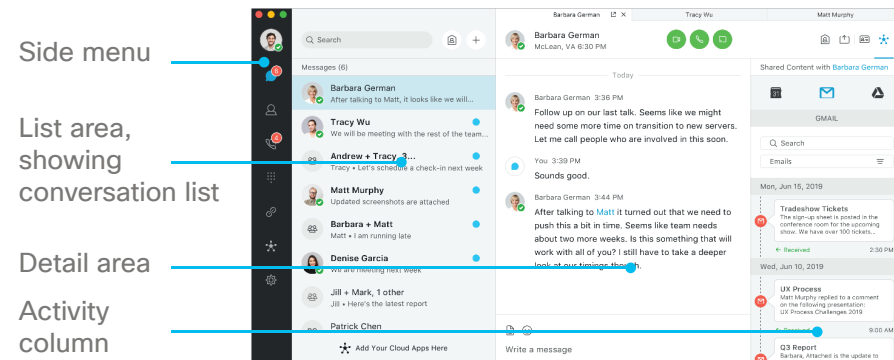
UC-One 3.9 Desktop (XMPP mode)

Quick Reference Guide (Applicable for 3.9.1 SaaS and above)



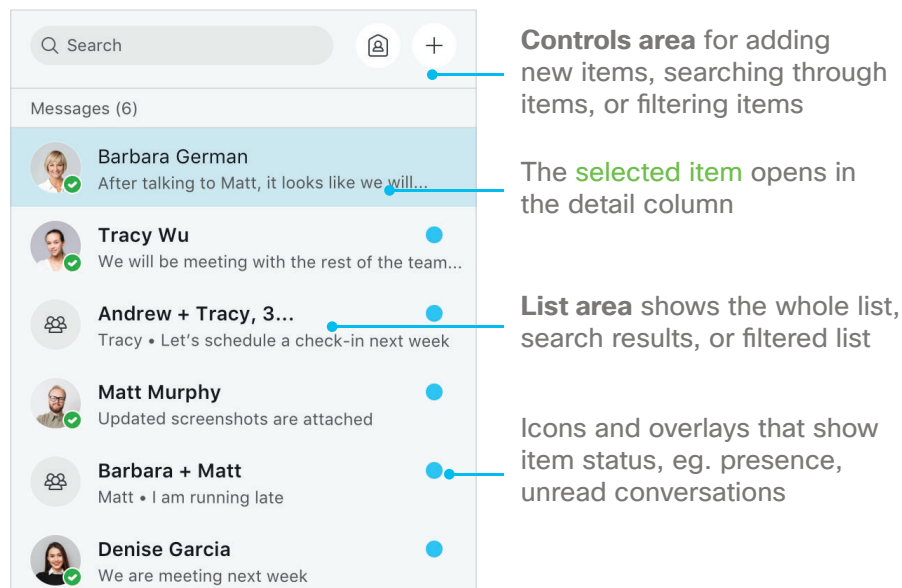
Application overview

Download and run the executable file, then sign in. The application has four main areas:



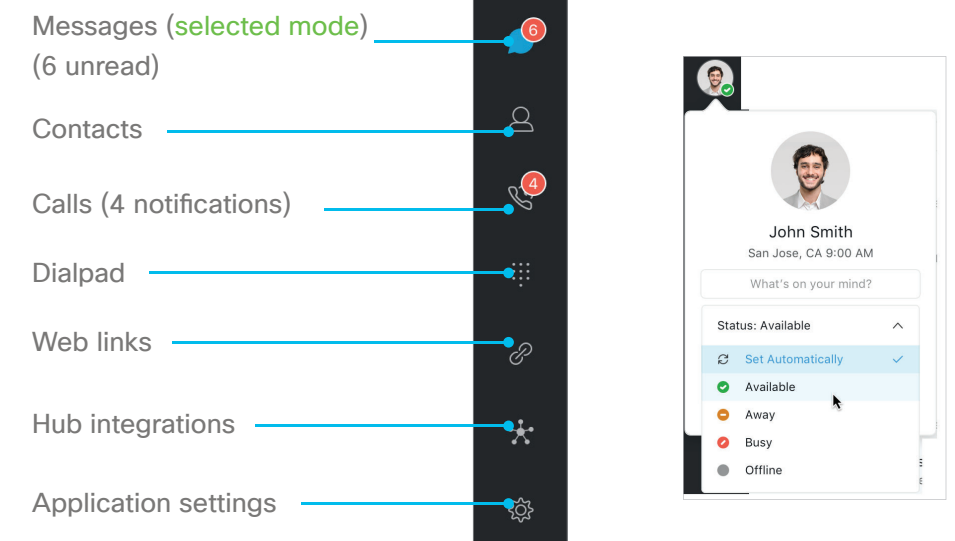
The list area

Displays the list of messages/contacts/calls (whatever you chose from side menu):



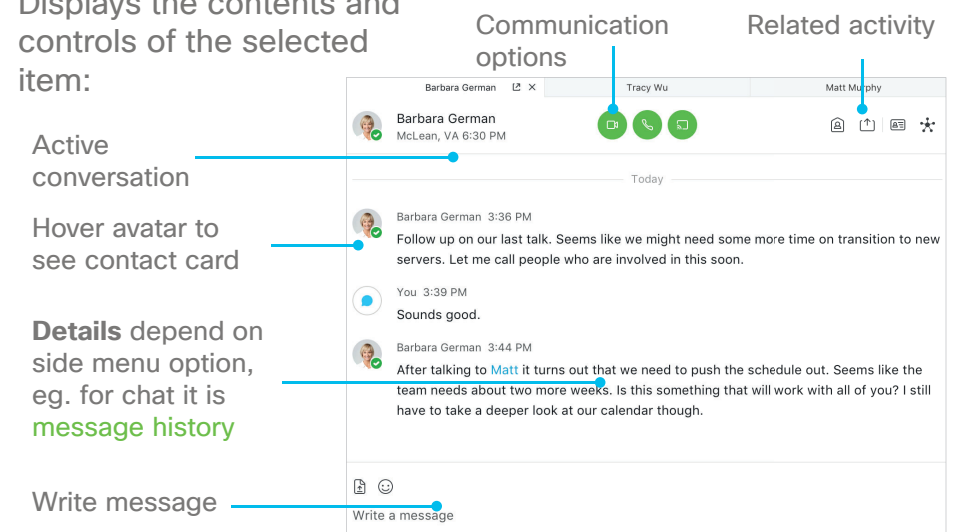
The side menu

Navigate between menu options here:



The detail area

Displays the contents and controls of the selected item:



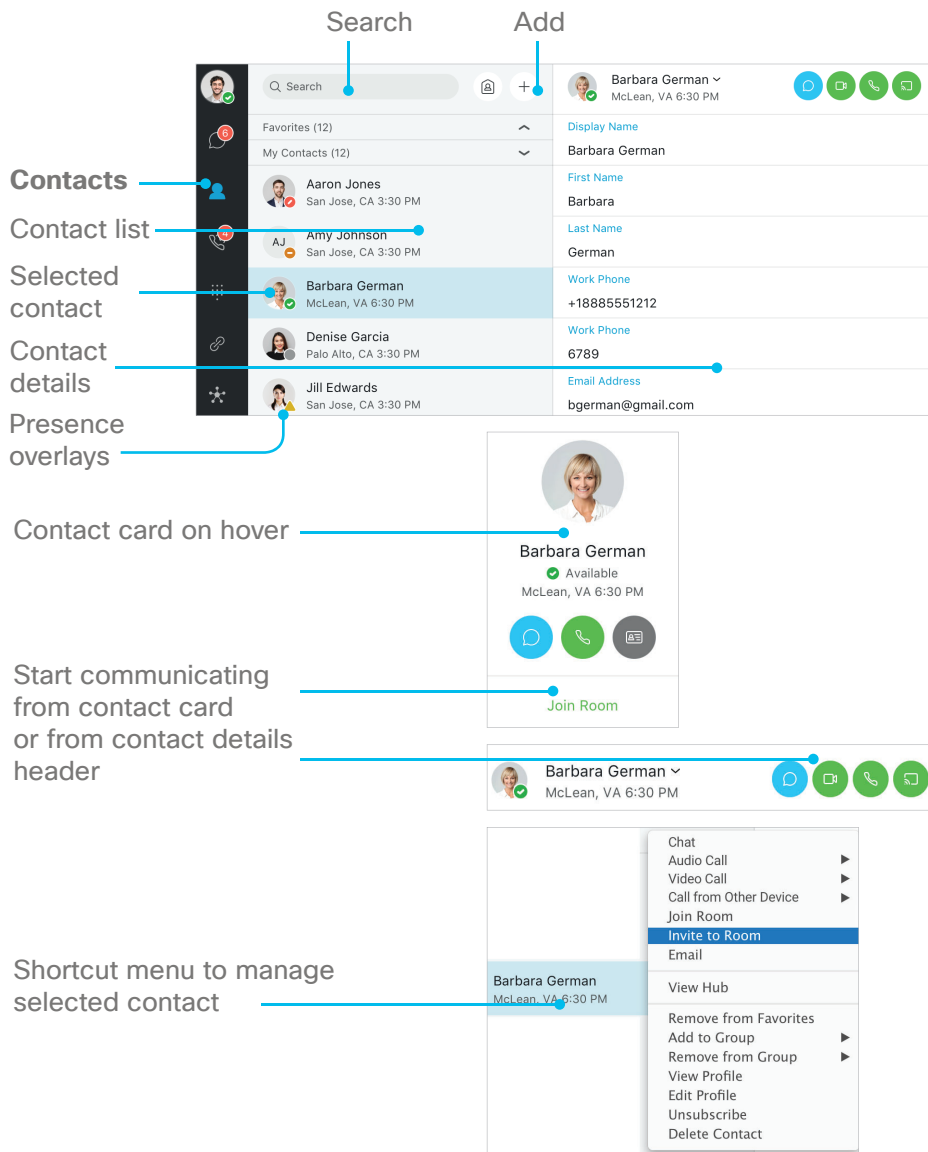
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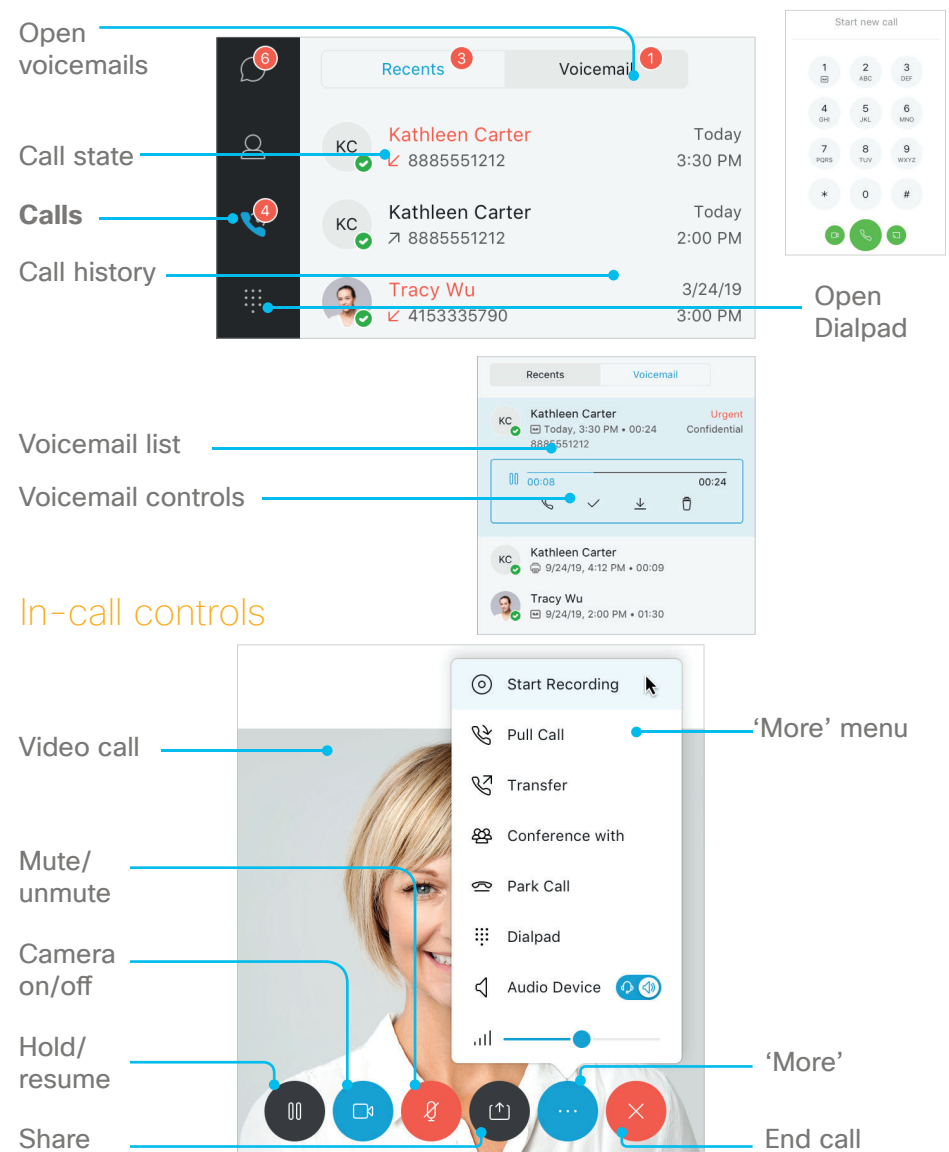
Contacts

Select the Contacts icon on the side menu to manage your contacts:



Calls

Select the Calls icon on the side menu to make calls, check call history, and manage voicemail:



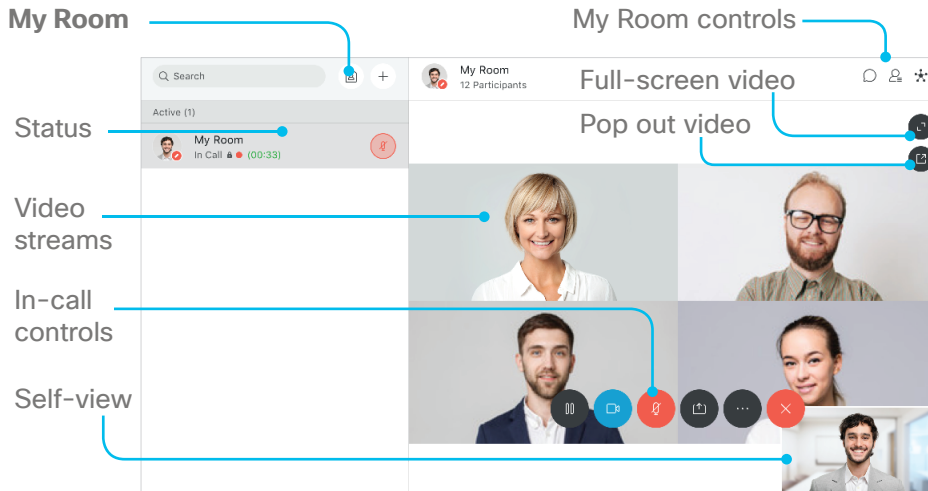
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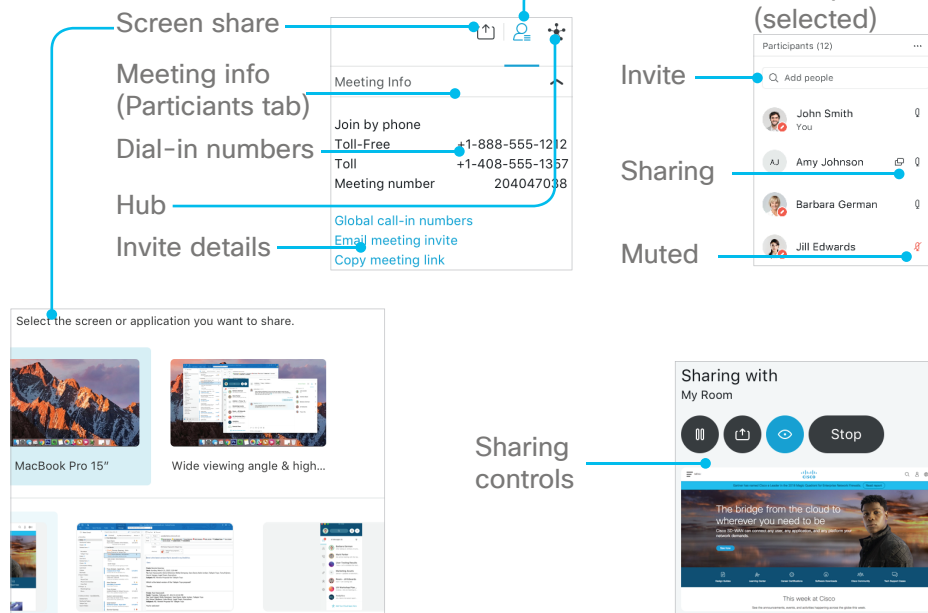


Meetings

Select the My Room icon to start a meeting in your room:



My Room controls



Messaging

Select the Chat icon to see one to one and group conversations:

