

# Audio-Video Conferencing Overview

This page provides details on the many mediums we provide for audio and video conferencing.

## Audio-Video Conferencing Locations

Spaces Best Suited for Audio-Video Conferences

### Troy

Name	Location	Capacity	Technology	Conferencing Options	Who to Contact for Reservation
Shea 201	Shea Learning Center	25	Phone, Webcam	Skype, Zoom, Skype for Business, OpenVoice, Sage Conference, browser based	Library Front Desk (ext 4546)
Shea Study Rooms	Shea Learning Center	4-12	Phone (request from front desk)	OpenVoice, Sage Conference	Library Front Desk (ext 4546)
Science 101	Science Hall	50	Phone, PTZ webcam	Skype, Zoom, Skype for Business, OpenVoice, SageConference, browser based	Mary Dirolf (ext 1787)
Hart 301	Hart Hall	8	Phone, Webcam	Skype, Zoom, Skype for Business, OpenVoice, SageConference, browser based	Conferences (ext 2020)
Hart 304	Hart Hall	15	Phone, Webcam	Skype, Zoom, Skype for Business, OpenVoice, SageConference, browser based	Conferences (ext 2020)

### Albany

KCC 224	Kahl Campus Center	40	Phone, PTZ webcam	Skype, Zoom, Skype for Business, OpenVoice, Sage Conference, browser based	Conferences (ext 1943)
Armory 101	The Armory at Sage	15	Phone	OpenVoice, Sage Conference	Conferences (ext 1943)
Media Classroom	Library Basement	10	Phone, Webcam	Skype, Zoom, Skype for Business, OpenVoice, Sage Conference, browser based	Library Front Desk (ext 1720)

## Audio Conferencing Options:

If you are dialing into a meeting with an outside organization (they have provided a dial in number and pin), then you just need a phone or conference phone.

If you are having others join your audio conference (more than three from off-campus, on-campus, ect)

### Zoom Meetings

Zoom offers Video and Audio conferencing solutions combining, screen sharing along with a full suite of collaboration features, HD Video and audio, recording features, webinar functionality, breakout rooms, and remote control features. Zoom is suited for any combination of cross campus meetings as well as campus to remote location meetings. Zoom meetings allow for user's to dial in a phone or connect via a web browser. It is the most versatile option we provide. To request Zoom access please submit a service request by following the instructions contained in [this link](#).

### SageConference

This is a free option, but we normally recommend this option for internal conference calls with under 10 attendees. We normally don't experience issues with the conference line, but IT may not be able to troubleshoot issues on demand. Also, these are shared conference lines. So you must request the conference line from Sheri Spraker, [spraks@sage.edu](mailto:spraks@sage.edu), conferences, or the IT Helpdesk each time you need to use a line.

### OpenVoice

This is a conference service Sage subscribes to. **Citrix charges \$.06 per minute per person.** Sheri Spraker, [spraks@sage.edu](mailto:spraks@sage.edu), Conferences, or the IT Helpdesk can set you up with a unique conference line that only you can utilize with your account/password. You will need to provide the department /account to charge. This is the option we normally recommend for any conferences with more than 10 attendees and for any important/high-profile meetings (even if there is less than 10 attendees). Live troubleshooting support is available from an operator.

## Video Conferencing Options

- [Zoom Meetings](#)
- [Google Hangouts](#)
- [Skype for Business](#)
- [Skype](#)

## Related articles

- [IT Strategic Plan](#) (IT Service Desk KB)
- [Self Service Applications](#) (IT Service Desk KB)
- [Review Process for Campus Technology Projects](#) (IT Service Desk KB)
- [Acceptable Use Policy](#) (IT Service Desk KB)
- [Knowledge Base](#) (IT Service Desk KB)
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- [Software Location and Availability](#) (IT Service Desk KB)
- [Software Discounts](#) (IT Service Desk KB)
- [VPN Agreement and Access](#) (IT Service Desk KB)
- [Classroom Technology Overview](#) (IT Service Desk KB)
- [Network and Security Services](#) (IT Service Desk KB)
- [Where can I view my personal leave time in SageAdvisor?](#) (IT Service Desk KB)
- [Printing & Copying](#) (IT Service Desk KB)
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