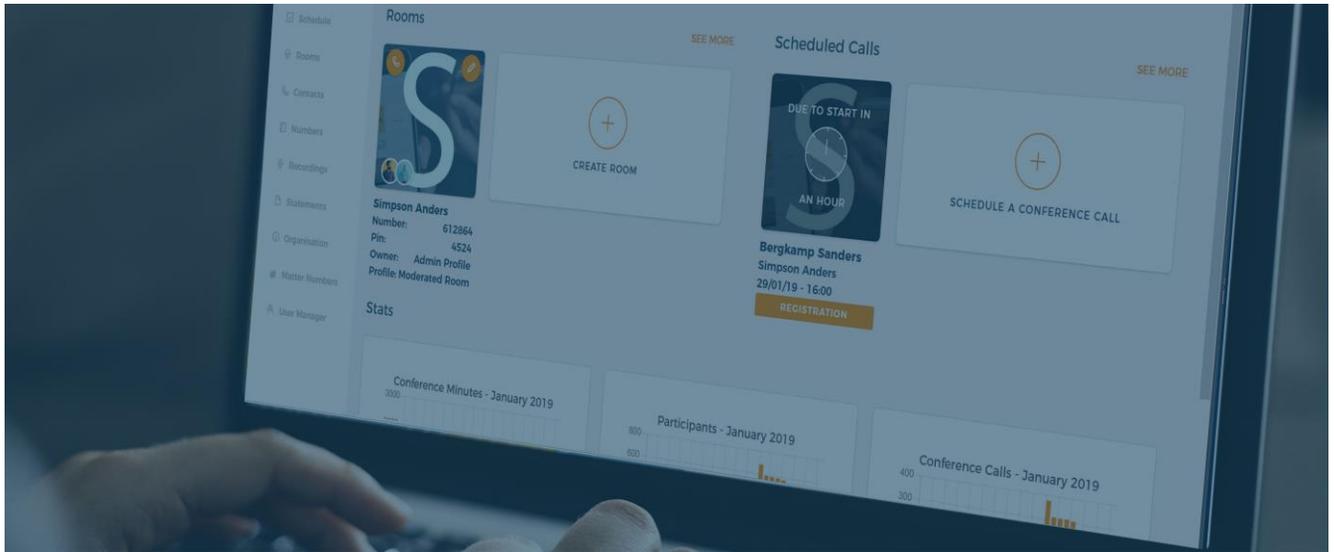# Your online portal

We've created a dedicated online portal, where users can access smart scheduling tools, a LiveView of their calls and manage all aspects of their conferencing account

Speakserve

Simple scheduling tools

Schedule a call by yourself in a few simple steps

Take control of your conferencing from your online portal on a desktop, tablet or your smartphone. Add your contacts, create rooms and schedule and join high quality conference calls with one-click from your portal dashboard. It's that easy!

How do you benefit?

Get conferencing quicker with one-click scheduling from your portal dashboard

Manage your conferencing account anytime, anywhere using any device

Have the flexibility to make important changes to your calls without the need for assistance

Send personalised call invitations

Create call invites and send them to your guests instantly

Inviting guests to join your conference calls is now faster than ever. Once you've scheduled a call, you can send email invitations to your hosts and participants directly from your online portal.
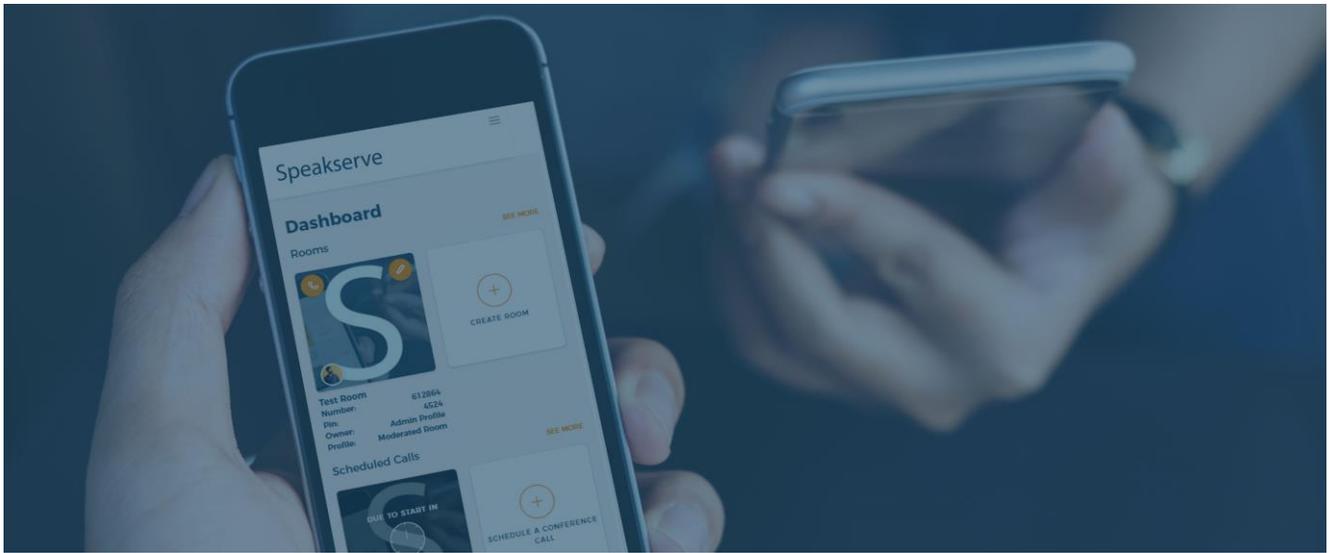
How do you benefit?

Send familiar ics. file invitations to your guests enabling them to easily add it to their Outlook or Google calendars.

Save valuable time spent drafting your own invitations

Send out a registration link for your calls to those contacts not in your portal

View call summaries and itemised billing

Keep on top of your calls and view real-time expenditure

You don't have to wait to the end of the month to view your expenditure. The online portal offers real-time billing so you can immediately see how much your calls are costing you and relay costs accordingly to specific projects, matters or clients.

How do you benefit?

- Offset call costs more efficiently
- Simple billing eliminates confusion
- Keep on top of your call spend and identify any billing errors
- Save time waiting for a monthly invoice

LiveView

Improve visibility of your guests and manage your calls with our unique LiveView tool

LiveView is perfect for all your important calls. With one-click from your portal dashboard, you can see the status of your expected guests on screen as they join your call. Use 'dial-out' to easily connect your participants or add new participants to your call as it's in progress. See who is speaking in real-time and use mute/unmute and moderator features to ensure a seamless and uninterrupted meeting experience.
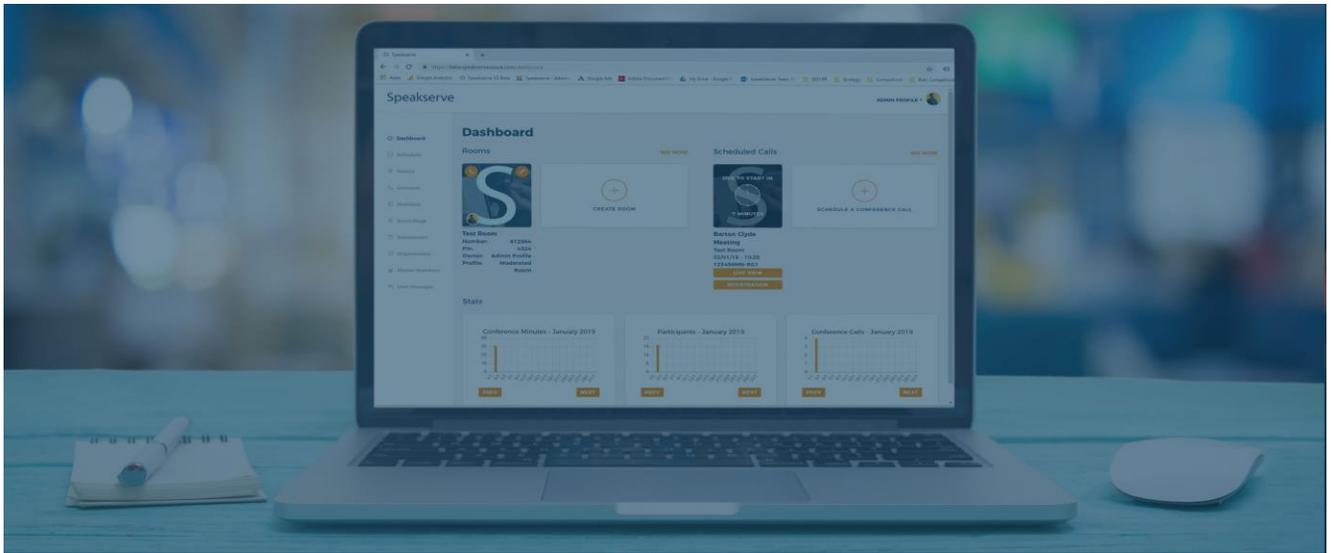
How do you benefit?

- See the dial-state and country your guests are joining your call from
- Have more productive discussions knowing who is talking and when
- Prevent intrusion with 'lock call' and identify and remove potential threats with 'remove participant' functions, improving security and maintaining confidentiality of your calls

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Number manager

View all the dial-in numbers included in your plan

It's always helpful to know what dial-in numbers are included in your purchased bundle and which aren't so your team is always using the right numbers. If your organisation has a dedicated number, it can be found listed in your number manager for quick retrieval when scheduling or joining a conference call.

How do you benefit?

Keep costs low by always using the numbers in your plan

Access all available numbers at any time

Easily request access or upgrade your bundle to include new international locations from your portal

Usage reports

Gain a deeper insight into how you are using your conferencing service

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Track your usage and review call performance with insightful, easy to understand daily and monthly statistics. Learn how many average calls are made, the number of participants joined and how many call minutes you've acquired as customisable widgets on your personalised portal dashboard.

How do you benefit?

Improve your conference call experience with interesting insights about your conferencing habits

Administrator and team usage reports show how your teams are using the service

Call recordings & smart AI transcriptions

Access your call recordings and request highly accurate transcriptions

Securely store your call recordings for your convenience and generate highly accurate machine transcriptions in minutes with 'Alice' our AI. You can also request a professional human transcription with a click of a button. Make use of our AI powered analytics tools such as the keyword spotter if you need to revisit key conversations quickly.

Team manager

Keep track of users and login as them using our delegation tools

View all your organisations users in one place on your online portal and keep track of who's actively using the service. Built for delegation, team manager enables you to login as any user in your team to schedule calls, search for recordings view statements and much more, without having to ask for personal passwords to access their accounts.

How do you benefit?

Store your recordings securely for data compliance with your personal data storage plan

No extra cost attached to storing or replaying call recordings

Cut 50% of time spent transcribing calls with Alice, allowing you to free up important resources

Let Alice help you easily revisit and share conversation recordings from the portal with those who need it fast

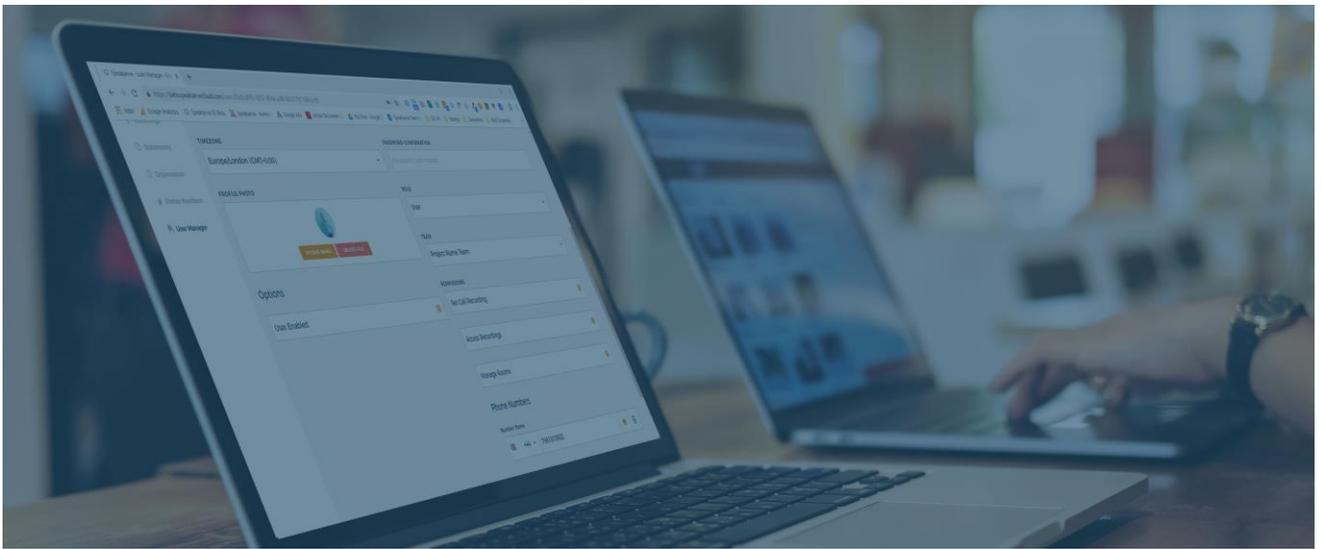Translate transcriptions into several different languages instantly

How do you benefit?

Enable executive or personal assistants to login as the user and schedule calls and invite participants on their behalf quickly and easily

See statements and recordings allowing you to manage your teams assets when they are out of the office

Organisation settings

Manage your settings and user permissions across your organisation

As a designated admin you will have the flexibility to choose and edit your organisations default settings at any time from your online portal. Easily update key billing information, upload a standard room greeting or organisation logo and choose a preferred storage plan for all your call recordings. Setting individual user permissions means you can control what features and data your users can and cannot access on their portal.

How do you benefit?

Control what users can and cannot access on their portals by setting individual user permissions

Update your settings at any time without the need for assistance.

Visible only to a designated admin reducing data issues and strengthening security

About Speakserve

Founded in 2002, Speakserve are the original pioneers behind the cloud-based conferencing space. Powered by our own technology, we provide professionals with a secure and easy-to-use conference call solution that supports the unique ways that they do business.

Want a demo?

Book here