

UCSF Cisco JABBER Video Conferencing for Macintosh

Cisco JABBER allows you to make and receive video calls from your laptop or desktop to other UCSF users. (Cisco Movi was rebranded to Cisco JABBER and users who already have a Movi account would need to download the new client and login with your current Movi credentials)

To use JABBER:

- Request a JABBER account from the Service Desk at 514-4100 or through [Employee Self Service](#). Once created you will receive your account info from Jabber@telemedicine.ucsf.edu with instructions for installation
- If you already have a MOVI/JABBER account, download the JABBER application from link below and install. (You must have administrator privileges to install JABBER on your computer)
[Cisco JABBER for MACINTOSH](#)
- Login with your JABBER account user name and password.

Cisco JABBER sign in

Cisco Jabber Quick Setup:

Before making video calls it is recommended to go through the Jabber Quick Setup to test your Microphone/Speakers, Camera and Resource check

The Quick Setup will run when you first install the program and is also found under **Jabber Video** in the menu bar, then clicking **Quick Setup...**

Microphone: The dropdown menu will contain all microphones detected by Jabber Video. Select your correct device and to test Audio in:

- Talk into your microphone to test whether the volume is within the recommended range. Make adjustments as needed using the slider.

Speakers: The dropdown menu will contain all microphones detected by Jabber Video. Select your correct device and to test Audio out

- Click Test to play a test sound that helps you determine whether the speaker volume is right for you. Make adjustments as needed using the slider.

Camera: The drop-down menu contains all cameras detected by Jabber Video. Select your correct device.

- Adjust the camera or your seating position so that your face is within the markers on the live preview
- If you do not see your camera, make sure it is connected or check if another application is using the camera

Cisco Jabber Quick Setup 1 of 2:

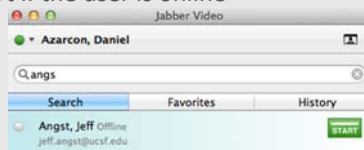
Cisco Jabber Quick Setup 2 of 2:

Jabber Video calculates estimated video quality based on the available resources. Click Finish to start making video calls.

Placing a Video Call

Once logged in, place a video call by:

- Searching for contacts by last name in the **JABBER Search Directory** and clicking start if the user is online




Accepting a Video Call

- A pop up window will appear and you can Answer or Reject the call.



Self-View

- The Self-View button  will show the image of the person placing the call










Pop-Up tool bar

- A toolbar with these buttons will appear when you move the mouse pointer over the video window:




Pop-Up tool bar buttons

-  Self-View: See yourself on camera
-  Camera: Turn your camera off/on
-  Microphone: Turn microphone off/on
-  Speaker Volume: Click to mute or drag slider to adjust
-  Fullscreen: Use entire screen for video
-  Presentation Sharing: Share an application window.
-  End Call: Hang up

Sharing Presentations

During a call, you can share one of your application windows, such as a PowerPoint presentation. To share an application window:

1. Click the **Presentation** button  on the video window pop-up toolbar to bring a list of your open application windows
2. Select any open application to start sharing.
3. To stop, click the same button again, and then click Stop sharing presentation.

Functionality/Tips for Sharing Presentations

- **Desktop Sharing** – Cisco Jabber for Mac does not have this functionality built in, however you can still share specific applications. Cisco Jabber for PC has this functionality

Calling a Bridge Number

UCSF departments are given Bridge Numbers to have up to 8 participants in a video call. If you are given a Bridge Number to call for a meeting, type the number in the search field and hit enter.



Switching and Joining Calls (Multi-Way Call)

During a call you can have up to four calls on hold and switch between them, or join them in a conference

1. During a video call, Go back to the **Jabber Search Directory** and place a call with a second participant (the first participant will be placed on hold)
2. Once the second participant connects a **Calls on Hold** panel opens
3. You can switch between participants or **Join All** (for a third person the steps would be repeated making up 4 people on the video call)