

To Login or register your self at coral collaboration page, please open <a href="https://collaboration.coraltele.com">https://collaboration.coraltele.com</a>,

G	UBIT   <b>qTalk</b>
	Please enter valid
	credentials:
Usernar	ne:
Passwor	rd:
	Login

If you are already registered, you can login using your username & password.

If you are not registered, you can click on "click here" to registered yourself.



After click on "click here" below page will be open:-



Here, use your email id for registration and validation. Fill your email id and click on "Verify Email ID"

After this below page will be open:-



Now please check your email for verification link.



## Below is the example of mail content.



Please click on "click here to verify" to verify your email address and it will take you to qtalk site and open the following page to set up user name and password for the room.

QUBIT <b>qTalk</b>
Please enter credentials
Email:
mukeshupreti@yahoo.co.in
Username:
Password:
Register
You will be able to login once you receive account activation email.

Here please enter your desired username and password for registration as a user. These can be selected by you as per your choice but you must remember user name and password as they would be required to access this page every time for booking of time slots for the video conference.

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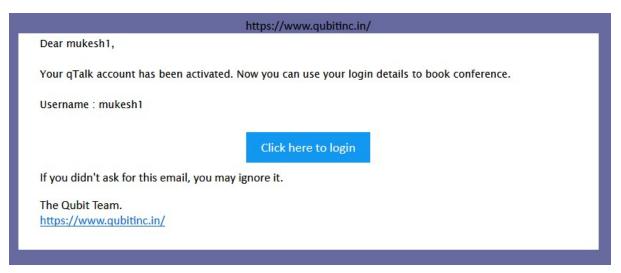
Coral Collaboration Registration & Login Guide

After entering your desired username & password, click on "Register", on clicking on "Register" below prompt will come as confirmation. You would be able to schedule your video collaboration sessions only after receipt of this confirmation and it may take a few minutes.



Please check your email for account activation confirmation.

Below is the sample of activation mail:-



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Coral Collaboration Registration & Login Guide

Now, you can click on "click here to login" or you can type <u>https://collaboration.coraltele.com</u>, Below login page will be open :-

	alk
Please enter va	lid
credentials:	
Username:	
Password:	
Login	

Here you will enter your registered username & password to login.

After successful login, one of the room booking pages will be open depending on your status as a free user or as a licenced user.

If you are a free user following page will open



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Coral Collaboration Registration & Login Guide

Now you can book free room for 30 minutes, and the room details will be sent on your registered email id.

If you are a licenced user following page will open based on your credentials. Licenced users can also avail free rooms over and above the licenced usage hence both options are available.

Free room is for 30 minutes and maximum 15 participants.						
Book Free Room						
Book time slot for your room						
	Pleas	e check y	our email for your booking details.			
		Slots	booked for 26/05/2020			
Room 1	Room 2	Room 3				
13:28-14:29	17:33-19:34	18:00-20:59				
15:24-21:30						
21:31-22:30						
Date:			2020 - 05 - 26	Ē		
Room ID:			Room 1			
From time	e:		:	C		
To time:				C		
Moderato	r Email:					

This page will show all the licensed rooms along with pre booked time slots for the user. User can now book a free time slot in a paid room as per organisation needs. Conference access details along with time slot booked will be sent to the moderator on the specified email. This process may take a few minutes.

Once the time slots have been booked and email sent to the moderator this page will be updated for the time slot booked so as to avoid duplicate booking of the same time slot in the same room.

Happy collaborative team work.