

# Zoom Connect

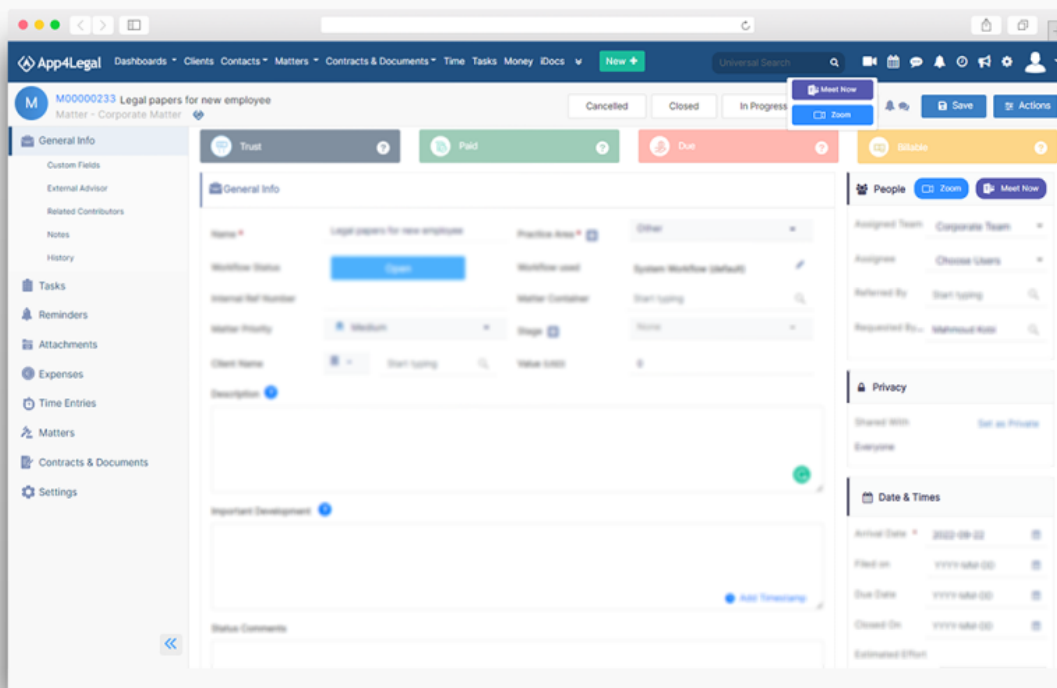
## Zoom Connect

### This Feature can be used from our application per user

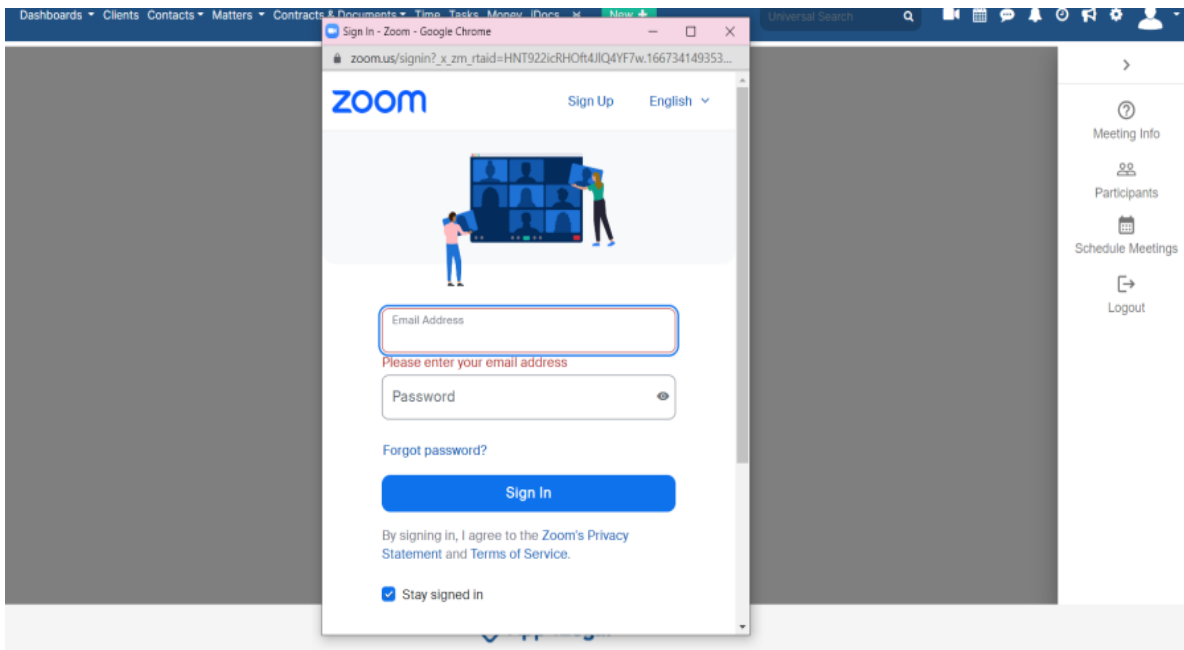
Use Zoom directly from within the App4Legal Core System. Initiate, attend, and archive Zoom meetings related to **matters** or **contracts** in App4Legal.

- Zoom connect support integration with your Company **Contra module** and **Matters**.

1. Click on the Zoom button on the right of the website.

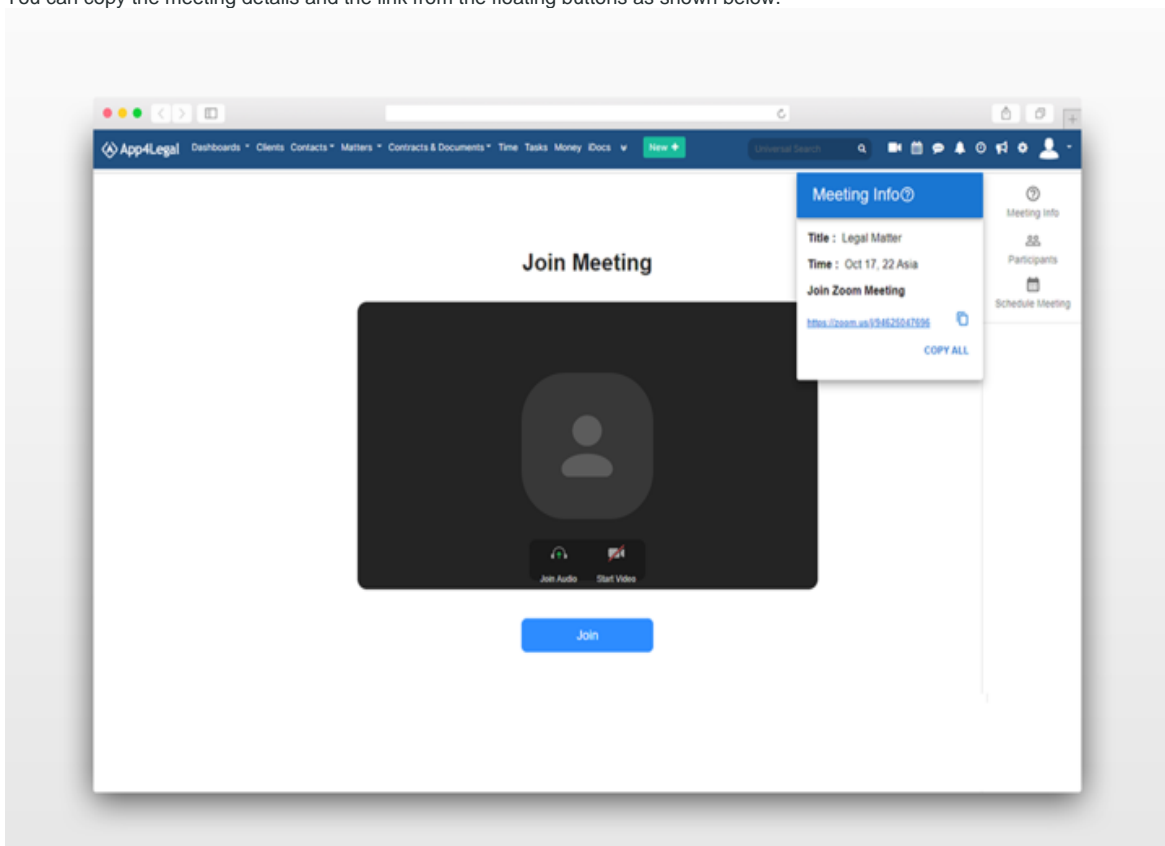


1. Sign through your Zoom account to be able to start using the Zoom feature.



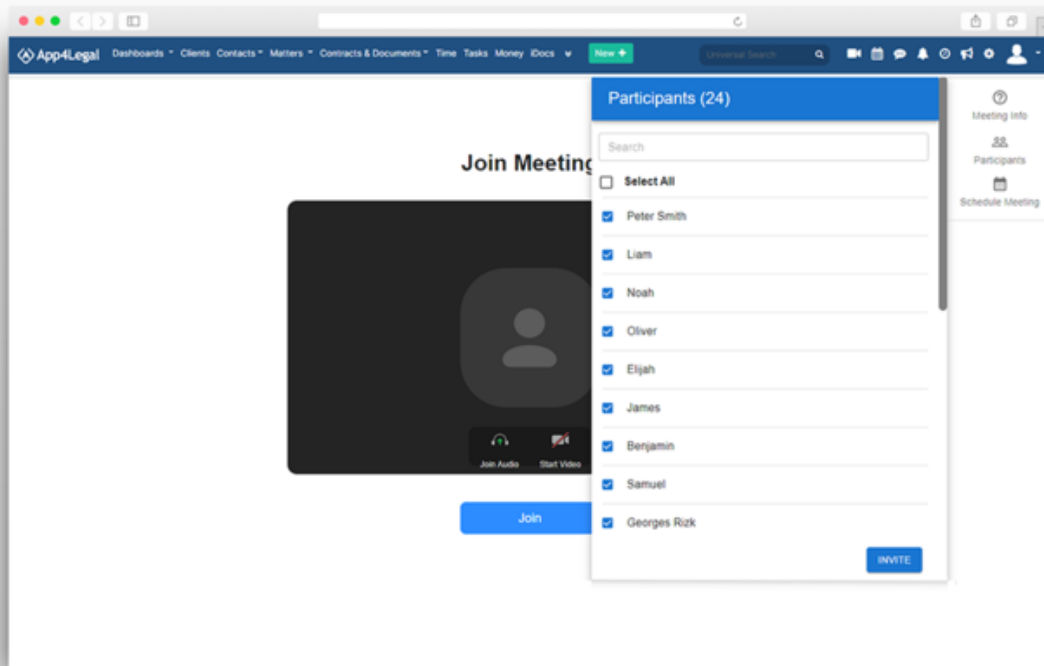
## Meeting information

This feature shows every detail about the meeting including the title, time, and link. You can copy the meeting details and the link from the floating buttons as shown below.

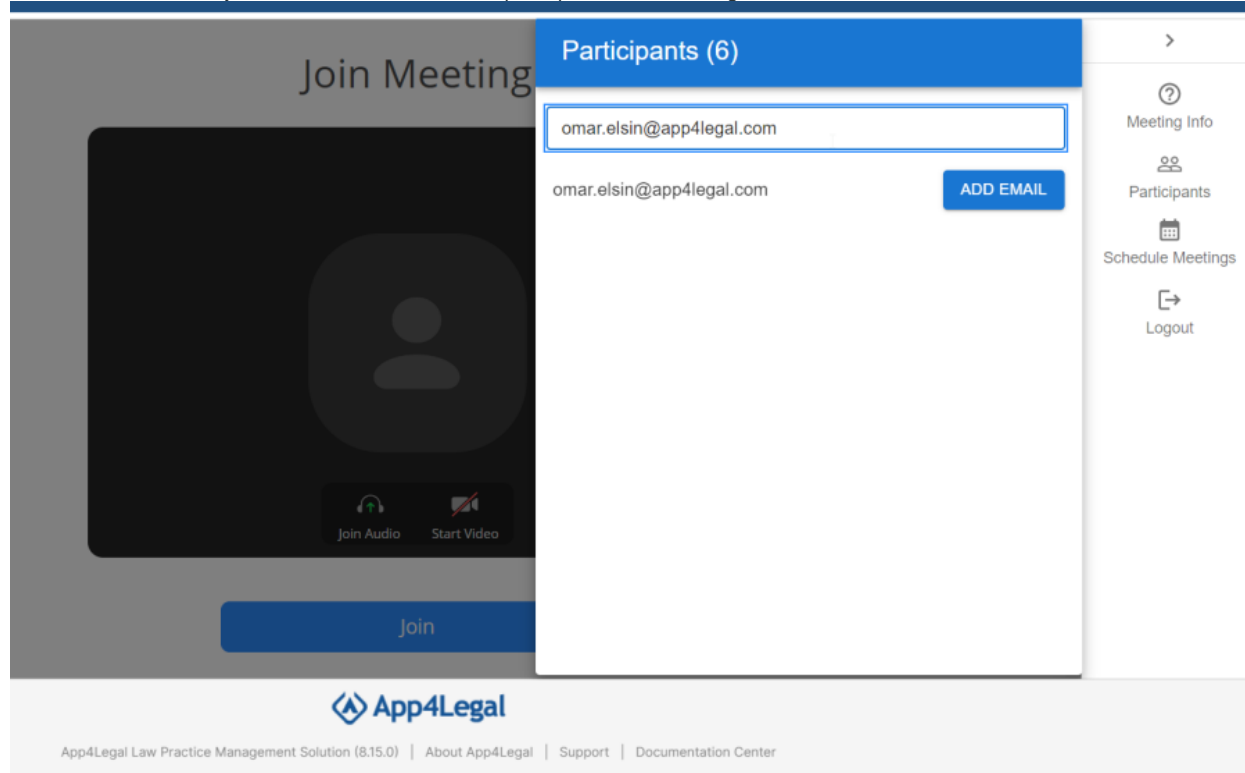


## Participants

1. In the participants option we can select and invite who can join the meeting



2- the host can search by name or email address of the participants in the meeting



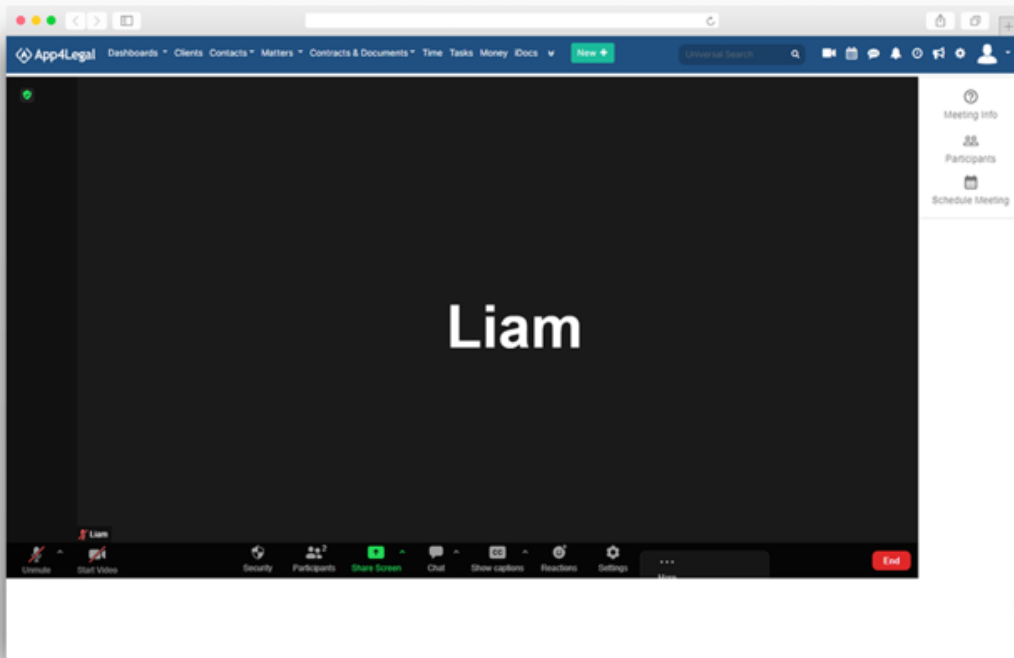
3- If the participant does not exists in the database you can add him as external email . (Hint: the button appears if it's a valid email).

## Schedule Meeting

Users are able to schedule a meeting related to a specific matter or contract in App4Legal. This means that information about the matter to be discussed is pre-filled in the meeting details, and the concerned participants are easily accessible as invitees.

The screenshot shows the App4Legal web interface with a 'Schedule Meeting' modal window open. The modal has a blue header with the title 'Schedule Meeting'. Below the title, there is a 'Meeting Title' field containing 'Legal papers for new employee'. The 'Date' is set to '10/17/2022' and the 'Time' is '04:58 PM'. The 'Duration' is set to '1 hour' and '30 minutes', and the 'TimeZone' is '(GMT+3:00) Beirut'. Below these fields is an 'Attendees' section with a search bar and a list of participants: 'Select All', 'Peter', 'Liam', and 'Noah', each with a checked checkbox. A 'SAVE' button is at the bottom right of the modal. The background shows a blurred view of a 'Join' button and a 'Meeting Info' sidebar on the right.

#### Starting The Meeting



### Zoom Meeting Ending

This option allows the host to end the meeting and takes him to the end meeting page.

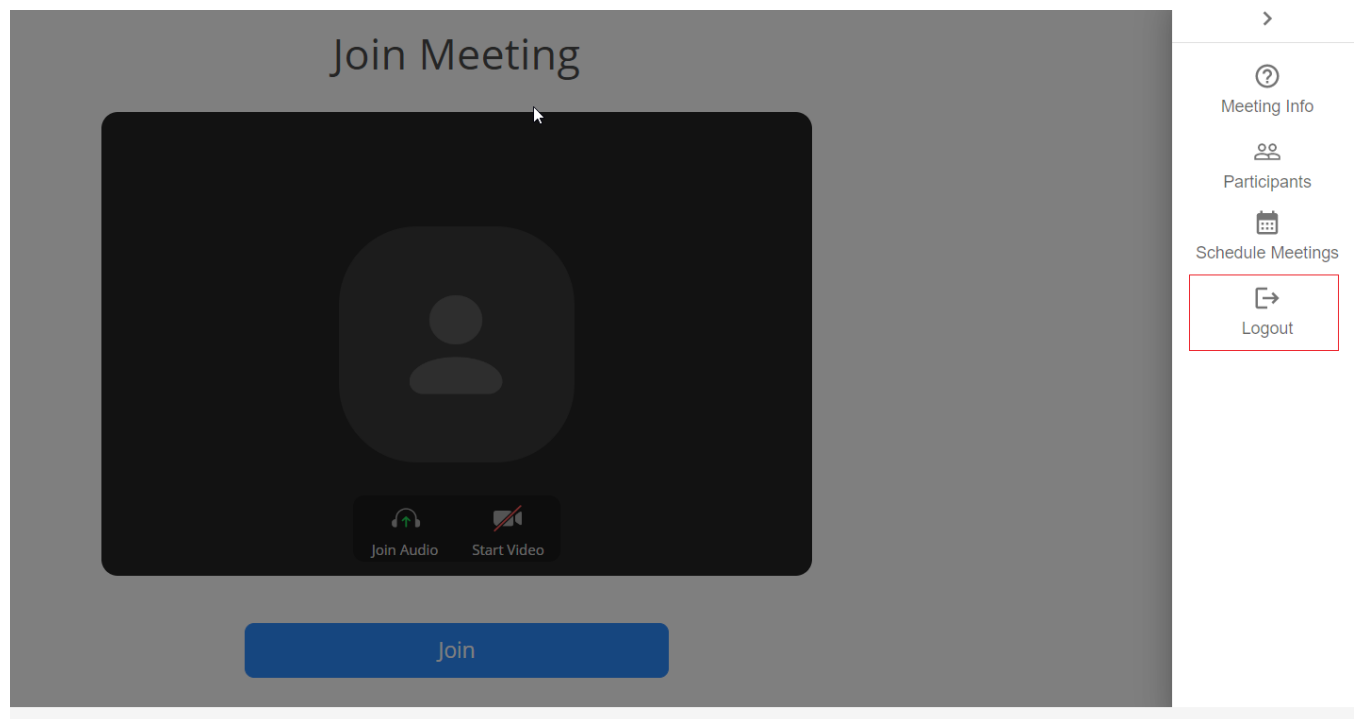


## Zoom Meeting Ended

Zoom Meeting have been successfully ended

### Zoom connect removal

Zoom connect is an embedded app available in the App4Legal system however, the user at any time can remove the connection.





## Zoom Meeting Logged Out

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You have been successfully logged out.

For more information about LEXZUR, kindly reach out to us at [help@lexzur.com](mailto:help@lexzur.com).

Thank you!