

## Web Conferencing Tool Analysis

Alice Llanos, Sandra Slavin, Robert Wachman

	<b>Any Meeting</b>	<b>Adobe Connect</b>	<b>Fuze Meeting</b>
<b>URL</b>	<a href="http://www.anymeeting.com/">http://www.anymeeting.com/</a>	<a href="#">Adobe Connect</a>	<a href="https://www.fuze.com/">https://www.fuze.com/</a>
<b>Cost</b>	Free- (has ads)- all Pro features minus recording Pro-(\$18/mo) live support, up to 25 attendees Pro 200 (\$78/mo)- up to 200 attendees	30-day free trial Per Host Plans: up to 9 hosts/acct. Up to 25 attendees. Annual Plan (pay a year in advance): \$45/mo per host; Monthly Plan: \$55/mo. per host; Pay-Per-Use Plan: \$0.32/min./user (\$19.20/hr.)	Free for up to 25 participants with 12 HD video feeds, unlimited internet calling, screen and content sharing, 1 GB of cloud storage; \$96/year for up to 125 participants with webinar mode, 12 HD video feeds, unlimited internet calling, screen and content sharing and 1 GB of cloud storage; Custom audio packages available (must contact sales team for information)
<b>Platforms</b>	Windows & Mac computers; SmartPhones and tablets— Android & iOS	Windows, Mac, Linux & Solaris computers; apps for Android and iOS mobile devices	Computers and Mobile devices (IOS and Android)
<b>Download ease</b>	Web-based, need to download app for screen share Attendees click on link sent to them in an email. *** Problems if there is limited Internet bandwidth and upload speed.	Web-based; only “host” needs to download and install “Add-in” before first use. Attendees can be invited by sharing the meeting URL in email, chat, or even verbally. (When set up meeting room, can give it a customized URL.	Need to download app on mobile devices. Can click on an invitation sent through email.
<b>Ease of use</b>	Extremely easy to find meeting and to participate - requires large amount of bandwidth to utilize audio	It's a bit complicated the first time or two. Host must enable audio separately from video (webcam; options to invite webcam sharing	Instructional videos are provided to assist with all functions of Fuze Meeting. The instructional videos are often not helpful and

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		by all participants or only selected individuals. Turning on webcam does not immediately “share” it; must click “begin sharing.” Participants also must “turn on” Mic and webcam if they are allowed by host.	it might be easier to play around on the site to figure things out. Once you learn to set up a meeting, the functions provided within the meeting are very intuitive and easy to use.
<b>Group size</b>	Depends on plan	Max. 25	Up to 25 participants with a free account
<b>Conferencing possibilities- voice/ video</b>	Phone, VoIP, and video Does not work if low bandwidth. Video conferencing limited to 6	VoIP, phone, or Universal Voice (a non-integrated teleconference); multiple webcam sharing—no limit.	Voice or Video
<b>Archiving- voice/images/visuals</b>	Not with free plan. Can archive entire meeting and upload to You-Tube or your website as MP4	Can record meetings and publish for “on-demand” access.	Not with a free plan, but if you upgrade, you can record the meetings.
<b>Features: document sharing/ tests/ etc</b>	-Presenters can share screens and YouTube. PPT, PPTX, and PDF files must be uploaded to website to display. -can create polls, which can be used anytime during meetings. - can do private or total attendee text chat, - meeting notes private and public which can be sent to all attendees, -can arrange for paypal, -can	Host designates “roles” of participants: participant or presenter. Similar to AnyMeeting, “presenters” can share screens and documents—YouTube, PPT, PPTX, pdf—which must be uploaded to site. Files are “converted” to display in AdobeFlash, the basis of the site. Can have up to 20 “breakout rooms”; software can randomly distribute participants into rooms, or the host can control. Host	Can share videos during video meetings, screen sharing, slides, white board, documents, etc. Can send chat messages during the meeting. This is all available with a free account.

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	<p>connect with social media,          - meeting registration,          -can add attendees once meeting has started,          -host can mute any attendees mic,          -choice of discussion mode/ Q&amp;A/listen only,          -attendees can click on raise hand to ask a question,          -able to view past meetings          -By making all attendees presenters, everyone can use screen share, upload, etc.          Presenters is limited to 6.</p>	<p>controls when breakouts begin and end.          Host can set up as Q&amp;A or Chat.          Host can allow private text chat.          In Q&amp;A, all messages are moderated.          Participants can indicate their status: agree, step away, speed up, applause.          Online Help + User Community</p>	
<p><b>Key uses online class</b></p>	<ul style="list-style-type: none"> <li>- able to run class totally online with sharing of documents, PPT, discussion, and YouTube videos</li> <li>- student- teacher conferences</li> <li>- speaking assessment and portfolio</li> <li>- can be like a webinar or a conversational tool</li> </ul>	<p>Adobe says it can be used for web meetings, eLearning and webinars.</p> <p>Online class use: Same as Anymeeting</p>	<ul style="list-style-type: none"> <li>- Class discussions</li> <li>- Share material by means of document share, white board, power point, etc.</li> <li>- student- teacher conferences</li> <li>- speaking assessment and portfolio</li> <li>- can be like a webinar or a conversational tool</li> <li>- Teacher could teach a lesson using the video meetings, complete with document or PowerPoint share.</li> </ul>

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	<b>Any Meeting</b>	<b>Adobe Connect</b>	<b>Fuze Meeting</b>
<b>Key uses blended class</b>	<ul style="list-style-type: none"> <li>-small group work outside of class</li> <li>-flipped class</li> <li>-can be like a webinar</li> </ul>	Same as Anymeeting	<ul style="list-style-type: none"> <li>-Office hours</li> <li>-Group meetings for assignments or preparation for in class projects</li> </ul>
<b>Drawbacks</b>	<ul style="list-style-type: none"> <li>-Band width issues</li> <li>-Screenshare requires download</li> <li>-Video conf only for 6</li> <li>-Free account has ads</li> <li>-Must choose mic &amp; speakers or phone for audio</li> <li>- microphone periodically silenced and not able to unmute</li> <li>- some incidents of application crashing and need to restart</li> </ul>	Cost! Complexity, various things to “set.”	-Not as straightforward as I’d like. Requires time to figure out how to use it.
<b>Positives</b>	<ul style="list-style-type: none"> <li>-Very easy to set up and join meeting.</li> <li>-Tools are simple and intuitive</li> <li>-Wide variety of features</li> <li>-Cost</li> </ul>	<p>Adobe says it works well in low-bandwidth areas. Can use a variety of layouts for onscreen elements, called “pods,” or can create your own. E.g, can position webcam where wanted and adjust its size.</p> <p>Once you create a “meeting room,” it’s always available for your use.</p>	<ul style="list-style-type: none"> <li>-Offers lots of options to share documents, white board, etc.</li> <li>-Free account allows 25 participants</li> <li>-Accessible on PC or mobile devices</li> <li>-Easy to send invitations to meetings and accept those invitations.</li> </ul>
<b>Other:</b>	Tutorials: Support.anymeeting.com	This review is of the Meeting module; other modules are	Fuze Meeting provides excellent quality of video and sound.

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		Training, Events, Mobile, and Presenter - worked well when tried once	
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**Overall consensus of group is that Fuze Meeting provided clear audio and video, no lag or lack of sync, no buffering, no issues with low bandwidth, and was extremely easy with one-click on a link in an email to have participants enter meeting. It was assessed as the preferred tool for web conferencing for free.**

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	<b>Go To Meeting</b>	<b>Go To Meeting Webinar</b>	<b>Go To Meeting Training</b>
<b>URL</b>	<a href="http://gotomeeting.com">gotomeeting.com</a>		
<b>Cost</b>	Up to 100 attendees- \$49/mo  Free- up to 3 attendees	Up to 100 attendees- \$99/mo  Up to 500 attendees- \$399/mo  Up to 1000 attendees \$499/mo <b>Includes Go To Meeting</b>	Up to 200 attendees- \$149/mo <b>Includes Go To Meeting</b>
<b>Platforms</b>	Computers/ tablets/ phones (some countries have free toll access)  Mac and PC compatible, but not all features available for Mac	Computers/ tablets/phones (some countries have free toll access)	Computers/ tablets/ phones (some countries have free toll access)
<b>Download ease</b>	One click from email to join.  No performance reduction due to band width  Must download software	One click from email to join.  No performance reduction due to band width  Must download software	One click from email to join.  No performance reduction due to band width  Must download software
<b>Ease of use</b>	Control panel is somewhat complicated due to the number of features. Will take time to watch tutorials etc.	Control panel is somewhat complicated due to the number of features. Will take time to watch tutorials etc.	Control panel is somewhat complicated due to the number of features. Will take time to watch tutorials etc.
<b>Group size</b>	Up to 100	Up to 1000	Up to 200
<b>Conferencing possibilities- voice/ video</b>	Video and voice conferencing	Video and voice conferencing	Video and voice conferencing
<b>Archiving-</b>	Can record for future reference	Can record for future reference	Can record for future

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<b>voice/images/visuals</b>	or download to website. Can not record on Mac, must use Windows Media Player	or download to website. -Can not record on Mac, must use Windows Media Player - can post on website, You Tube or social media	reference or download to website. -Can not record on Mac, must use Windows Media Player - can post on website, You Tube or social media
<b>Features: document sharing/ tests/ etc</b>	-Desktop or application sharing. - share keyboard and mouse -one click recording -drawing tools -one click join meetings -schedule in advance or meet now with invitations sent via email or instant messaging	-Desktop or application sharing. - share keyboard and mouse -one click recording -drawing tools -one click join meetings -schedule in advance or meet now with invitations sent via email or instant messaging -customizable invitation -registration capability -automated reminders and f/up emails -polls and surveys -attendee "raise hands" -dashboard to monitor participation	-Desktop or application sharing. - share keyboard and mouse -one click recording -drawing tools -one click join meetings -schedule in advance or meet now with invitations sent via email or instant messaging -online course catalogs -option to charge for trainings -share recorded sessions online -tests and materials shared before, during, and after -content library to store materials -timer -share documents, videos, You Tube
<b>Key uses online class</b>	Good conferencing tool	For large groups	For instructional purposes.
<b>Key uses blended class</b>	Conferencing with students	Large webinar instruction	Could run online class from this platform

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<b>Drawbacks</b>	-Cost -Not all countries have free dial in -screen sharing lacks video support -participants must download software.	-cost -not all features available for Mac -participants must download software -screensharing lacks video support	cost -not all features available for Mac -participants must download software -screensharing lacks video support
<b>Positives</b>	Simple and easy controls for just conferencing	Able to handle large numbers.	-designed for instruction with ability to add tests, materials, video, archiving, etc.