

# Webconferencing Comparison

Meeting Feature	Instant Access Web	Webex	MS Office LM
Audience Size Recommendation	Up to 96 w/o a Reservation, otherwise more.	1 – 50	1 – 1000+
COST	<b>FREE</b> when used with Instant Access Plus Audio	~\$0.30/min (per participant)	~\$0.30/min (per participant)
Document and Presentation Broadcast	Y	Y	Y
Application sharing	Y	Y	Y
Desktop sharing	Y	Y	Y
Web browser sharing	Y	Y	Y
Chat	Y	Y	Y
Recording	Y	Y <sup>1</sup>	Y
Manage Audio Conference	Y	N	Y
Whiteboarding	N	Y	Y
Remote control	N (~Q1, 2005)	Y	Y
Video	N	Y <sup>2</sup>	N
Polling	N (~Q1, 2005)	Y	Y

<sup>1</sup> Must follow specific instructions. Additional equipment may be needed. See User Guide

<sup>2</sup> Desktop Camera can be used to transmit video