

BIO One-on-One Partnering™ Virtual Meeting Links

Frequently Asked Questions

1. Does BIO provide virtual meeting links for partnering meetings?

BIO has partnered with Zoom to provide virtual meeting links for partnering meetings scheduled in the BIO One-on-One Partnering system. Virtual meeting links are assigned to meetings as they are scheduled. Each link is unique to each meeting, offering enhanced security.

2. Can I use my own virtual meeting room or link for the conference?

You may specify your own virtual meeting link when you schedule your meetings. Be sure to provide any necessary access codes, dial-in information, etc. in the additional information field when scheduling.

3. What video conferencing platform does BIO use for the virtual partnering meeting links?

BIO virtual partnering meeting links are provided through Zoom.

4. How do I join a virtual meeting?

You can join a virtual meeting by clicking the meeting link assigned to that meeting on your partnering calendar or Outlook calendar at the time of your meeting. You can also click the "Join" button on the meeting request in the Message Center.

5. How can I make sure that I can access BIO's conferencing platform/virtual meeting links prior to my first partnering meeting?

You can access a test Zoom meeting [here](#) to test your audio and video, and become more familiar with the platform.

6. Do I need to download a desktop app to access BIO's virtual meeting links?

You can download the [Zoom desktop app](#) if you wish, but you do not have to do so in order to attend partnering meetings scheduled in BIO-provided Zoom links. You can join your meetings directly in your browser – just click "join from your browser" after you click on the meeting link.

7. Do I need a password to join the meeting?

You do not need a password to join a meeting if it is scheduled using a BIO-provided Zoom link, and you click the link directly to attend the meeting. The passcode is integrated within the meeting link. The passcode will also be listed in the meeting location details should you need to reference it.

8. When will I receive a link for my meeting?

Meeting links will be assigned to meetings as they are scheduled.

9. How often will meetings be assigned a virtual meeting link?

Meetings scheduled using BIO's meeting links will be assigned a BIO Zoom link immediately upon scheduling.

10. What functionalities will be available in BIO's Zoom meetings?

During a virtual meeting, users will be able to connect their webcam and audio, share their screen, an application, or other content, and chat. You will not be able to record the meeting.

11. Can I reschedule a virtual meeting?

Yes. To reschedule a meeting, click the "Reschedule" button on the meeting request in your Message Center and select a new meeting time. A new virtual meeting link will be automatically assigned to your meeting as it is rescheduled.