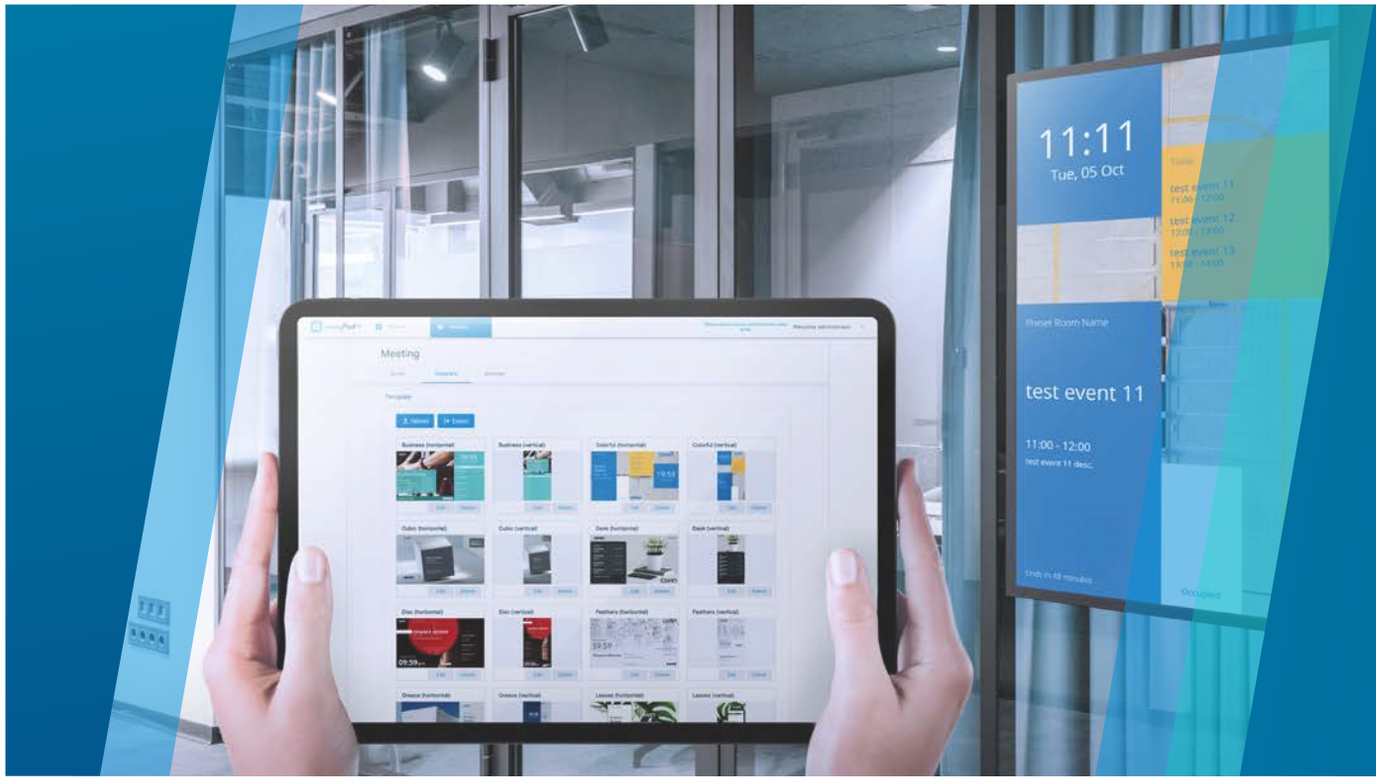


meetingPost+

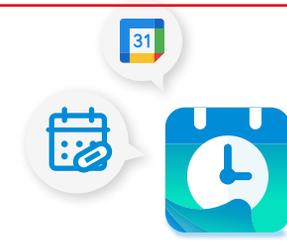
Meeting Room Signage Management Software

Highlights

- The meetingPost+ is designed to make meeting room management effortless.
- meetingPost+ provides a content editing platform with an easy workflow.
- Pre-designed Templates for Fast Adoption
- Web-based UI for Easy Remote Management
- Built-in Calendar feature offers Independence
- Booking system Integrated with Google Workspace
- Update Meeting Room Equipment through Google Workspace

The meetingPost+ is designed to make meeting room management effortless.

CAYIN's meetingPost+ is dedicated to fulfilling the versatile needs of any meeting room.
We got you covered, from frequent updates on informational posts to the flexible arrangement of meeting schedules edited in Built-in Calendar.
meetingPost+ also offers seamless cooperation with CAYIN's players or any other web-enabled device.
Simply integrate its comprehensive management functions with media players to substitute traditional notices and posters, display real-time event information on monitors outside each meeting room.

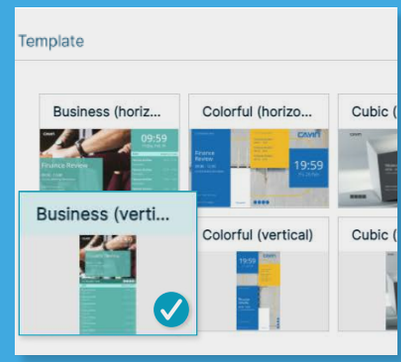


Built-in Calendar *version*

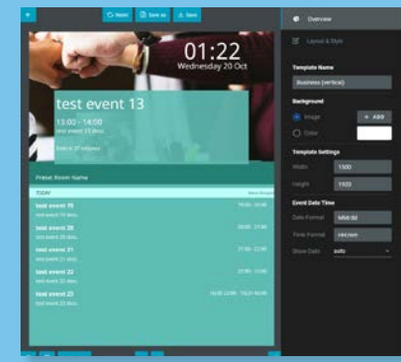
Create a Signage in 4 Easy Steps

meetingPost+ provides a content editing platform with an easy workflow,
follow the **FOUR** steps below to create signage:

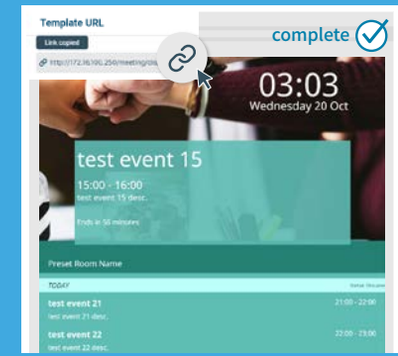
01 Add a meeting room



02 Choose a template



03 Edit template settings



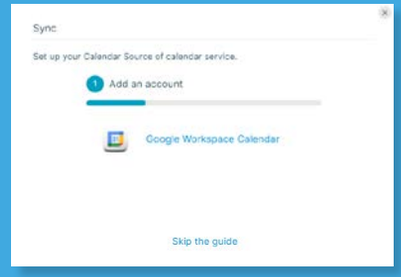
04 Click and Play

Google Workspace *version*

Create a Signage in 5 Easy Steps

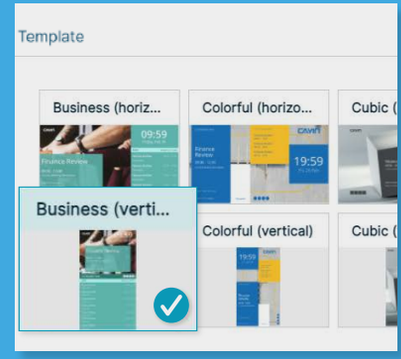
meetingPost+ provides a content editing platform with an easy workflow, follow the **FIVE** steps below to create signage:

01 Set up an account and link to Google Workspace to sync information

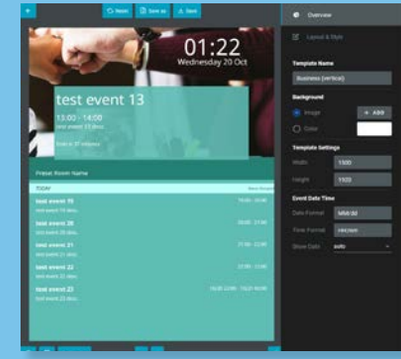


02 Add a meeting room

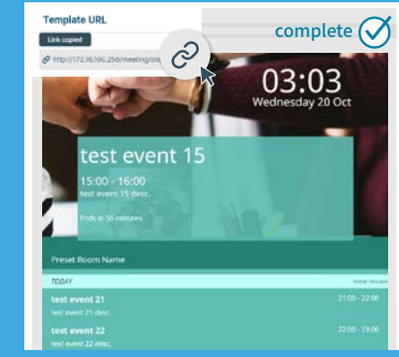
03 Choose a template



04 Edit template settings



05 Click and Play



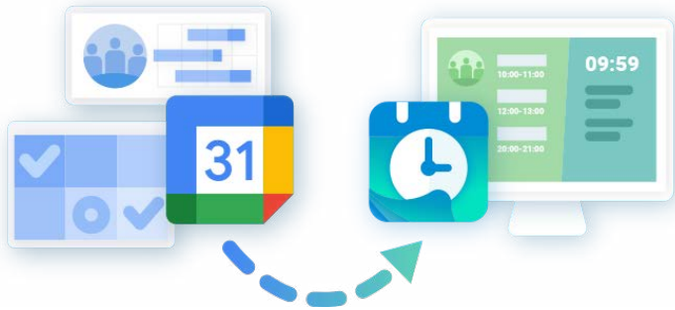
Built-in Calendar feature offers Independence

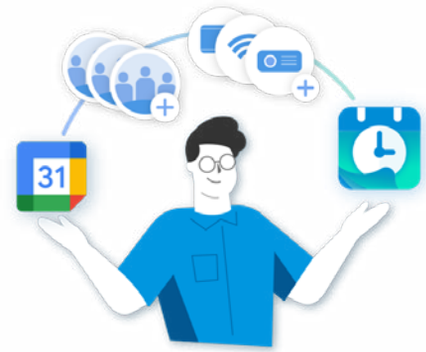
The built-in calendar feature allows you to access meetingPost+ independently without linking to any applications. Reserve meeting rooms, create equipment lists, manage and create an event or recurring event directly from your devices. You can also conveniently import .ics files or URLs in iCal format, add “meeting room occupant” details, and search for unoccupied meeting rooms within a specified time frame.

Booking system Integrated with Google Workspace

Simply sync your Google calendar to meetingPost+ to reserve meeting rooms through Google Workspace.

Select the desired dates and then arrange events on your weekly or monthly calendar. Reservations can be managed through Google Workspace, and any changes are linked to meetingPost+.

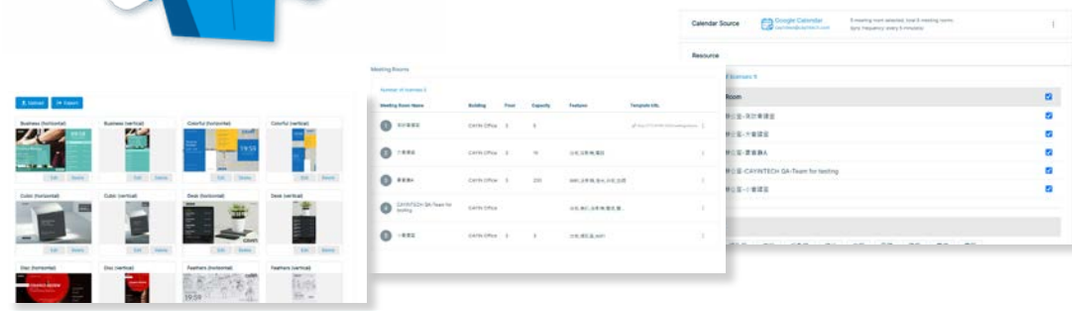




Update Meeting Room Equipment through Google Workspace

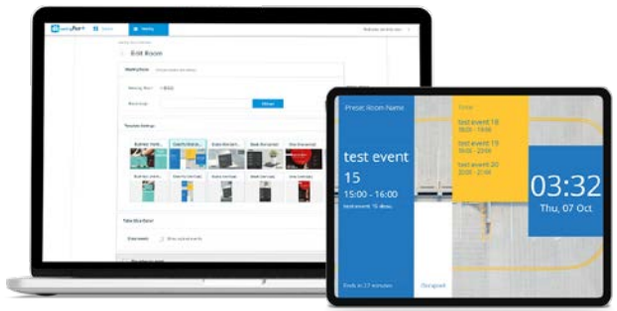
Admins can create meeting rooms and equipment lists for specific meeting rooms through Google Workspace.

Selected data will be synced and updated to meetingPost+ for subsequent use.



Web-based UI for Easy Remote Management

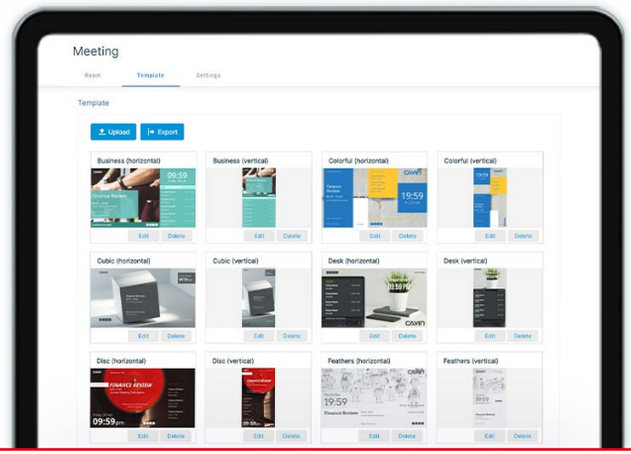
meetingPost+'s intuitive web-based user interface allows users to sit in front of any computer and change information displayed outside of meeting rooms.



Pre-designed Templates for Fast Adoption

meetingPost+ is equipped with various portrait and landscape templates to give users the possibility of creating professional signage at lightning speed.

Customize displays by changing the logo, background image, text size and colour based on your needs.



meetingPost vs meetingPost+

	meetingPost	meetingPost+
Calendar source	All users	Built-in Calendar / Google Workspace Calendar
Meeting Rooms	Manually set up	Select from Built-in Calendar / Google Workspace
Import .ics file	YES	Built-in Calendar Supported
Editable Template	NO	YES (Use CSS)
Master schedule	YES	NO
Platform	Windows	CMS
License	Perpetual	Subscription
Free Upgrade	NO	YES

System Requirement

Before you install meetingPost+, we recommend you verify that your hardware meets or exceeds the minimum system requirements for the product.(*)

Operating system	• Ubuntu 64 bits 18.04 LTS(*)
CPU	• Intel® 8th Core i3 processer or better
GPU	• Intel chip (support Intel® Quick Sync Video)
Memory	• 4 GB RAM
Hard disk (HDD or SSD)	• 50GB of available disk space
Installation media	• Either a USB flash drive or DVD
Network	• Highspeed Internet access is essential

* meetingPost+ must be downloaded from ALL CMS Platforms(CMS-SE/CMS-WS).

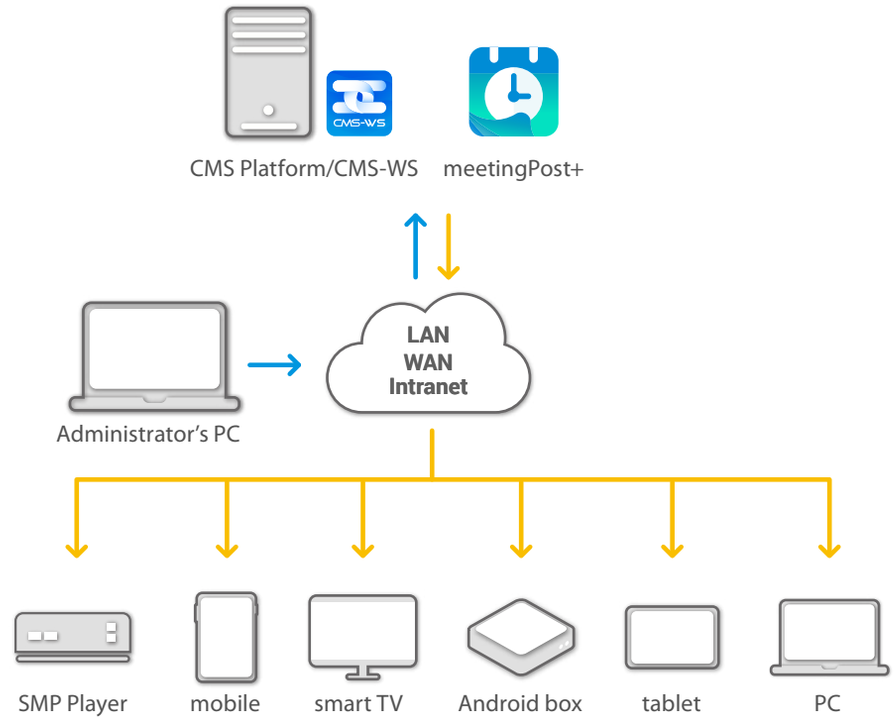
Try meetingPost+/CMS Platform for 90-day FREE TRIAL

A 90-days free trial of meetingPost+ can be downloaded from ALL CMS Platforms.
If you do not have the CMS software, install the CMS-WS software to begin your CMS-WS 90 days free trial, and download the meetingPost+ from the CMS-WS platform to receive 90 days free trial of meetingPost+.

Already have a CMS Platform

Log in CMS' Web Manager and go to the APP page to install meetingPost+.
Please refer to the online help of your CMS Server for detailed instructions.

System Structure



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