

**Error: The Host Has Another meeting in Progress**

We have three groups on the account:

Congleton	Monday	8pm – 9:30pm	635-421-3509	0123456
Newcastle	Tuesday	7pm-8:30pm	567-939-509	345678
Congleton	Thursday	8pm-9:30pm	635-421-3509	0123456
Sandbach	Friday	11am-12:30pm	635-421-3509	0123456
Newcastle	Friday	7pm-8:30pm	567-939-509	345678
Congleton	Saturday	8pm 9:30pm	635-421-3509	0123456

This is TWO Meeting codes and passcodes:

635-421-3509	0123456
567-939-509	345678

We can only have one meeting running at any one time.

If the 'other' meeting is not closed properly, or is being used for private purposes, the scheduled meeting cannot not start.

If this problem is encountered. Log into the 'other' meeting and see if somebody is using it.

If they are, ask them to stop. If not, claim host and 'End Meeting For All'.

Always make sure the last person out of the meeting uses 'End Meeting For All' when they leave.