Opening Meeting Hub

Last Modified on 22/10/2026 9:03 am AEST

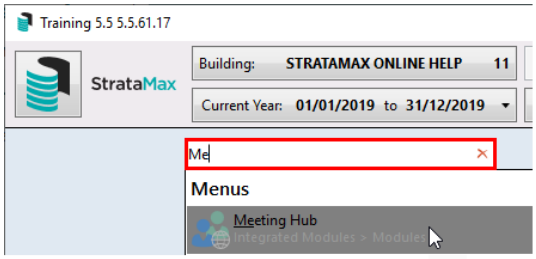
Although Meeting Hub may be accessed via any common web browser, we recommend opening it directly from StrataMax. This provides a high level of integration, providing easy access to building information such as up-to-date roll data and Merge Fields, as well as documents stored in DocMax.

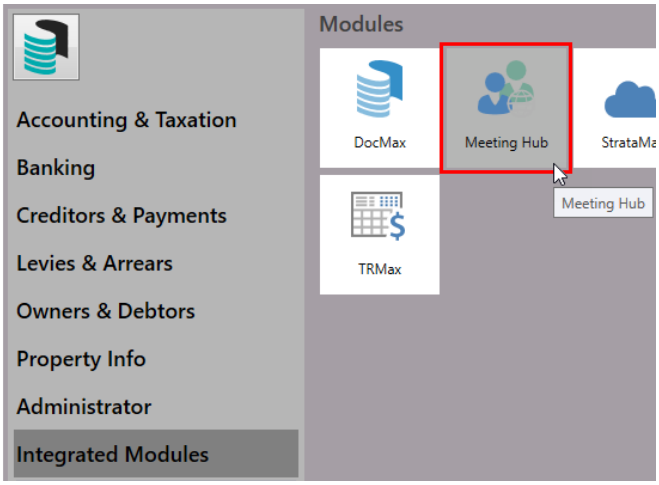
In addition, if accessed from an internet browser, you will be logged out of Meeting Hub after a period of inactivity. A warning will be displayed allowing the user to select to stay signed in or to sign out from the application. Where no selection is made the user will be logged out from the application.

Open Meeting Hub in StrataMax

The Meeting Hub window is a separate window, detached from StrataMax and can be moved or resized if needed. It's also possible to zoom in & out by holding the *Ctrl* key on the keyboard and scrolling the mouse wheel. The Meeting Hub window will close if the main StrataMax window closed.

1. Open the ***Meeting Hub*** menu in StrataMax by either clicking the icon from the Main Menu > Integrated Modules, or by using the Search field in the StrataMax desktop.

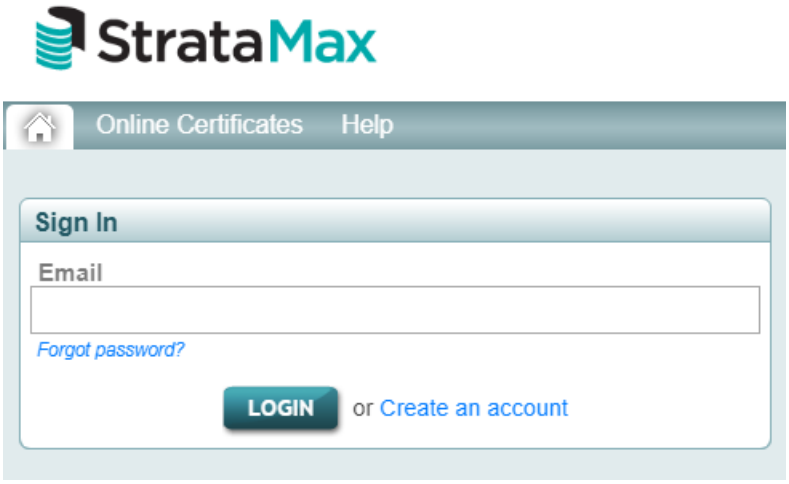




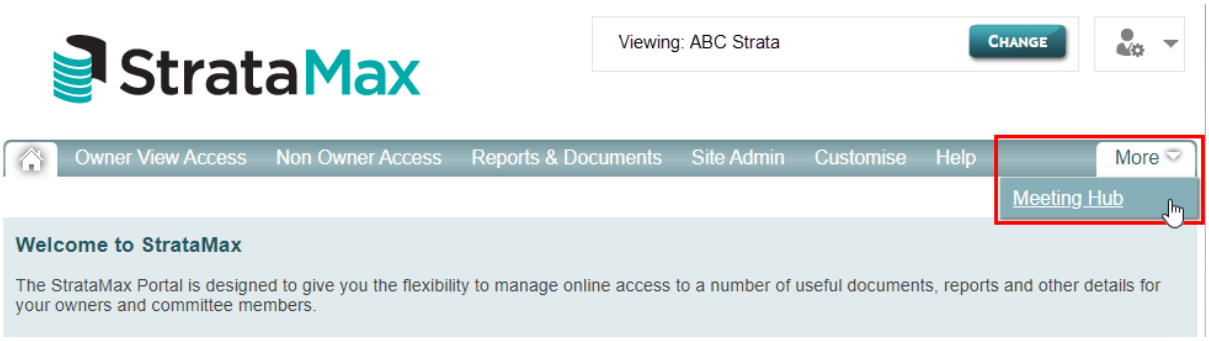
2. Meeting Hub will automatically log in whichever current StrataMax user is logged in, and will then open in a new, detached window.
3. If needing to log in with a different user account, the current user will need to log out of StrataMax first, then log in with the required user account.
    - To log out of StrataMax, click the username button in the bottom right of the main StrataMax window and select *Logout.*

Opening Meeting Hub Outside StrataMax

1. Open the StrataMax Portal and sign in.



2. Once signed in, click Meeting Hub tab - this may be located under the*More* drop-down arrow, and select the Meeting Hub link.



It is recommended to access Meeting Hub directly from StrataMax to have access to the full functionality and advanced features.