



Keypad Shortcuts

Use your telephone keypad to perform the following host functions:

Start Host-Initiated Recording	*2*1 (same to end recording)
Lock/Unlock Conference	*7
Take Roll Call	*0*6*7 (*9 to rejoin conference)
Participant Count	999#
Terminate Conference	*9
Mute All Guests	250#
Unmute All Guests	200#
Individual Guests to Mute/Unmute	*6
In-Conference Operator Assistance*	*0*0

*available 9am-5pm AEST Monday - Friday

Additional Features on Request

These features can be permanently added to your account if required.

- Guest Entry on Mute
- Participant Name Record and Announce
- Project Codes
- Personal Identification Numbers
- Conference-Announced Roll Call
- Entry and Exit Announcements
- Auto Record
- Conference Quickstart
- Auto Disconnect
- Participant Count
- Additional Conference Groups