USER GUIDE

On Demand Plus Conference Call On Demand Anytime, Anywhere

On Demand Plus has everything you would expect from an audio conferencing service. It's reliable, high quality, complete with free conference call recording, and will accommodate up to 125 participants. Manage the features of your conference call from the telephone or from the web via Live Conference Manager. On Demand Plus audio conferencing is a pay-as-you-go, no reservation required, conference call solution.

Starting an On Demand Plus Conference Call

- 1. Give your participants the date and time of the call, your dial-in number, and your conference code.
- 2. At the specified time, dial your On Demand Plus dialin number, then enter your conference code, followed by #.
- 3. When prompted, press *, to identify yourself as the moderator, then enter your moderator PIN, followed by #.
- 4. Press 1 to begin your conference

Joining an On Demand Plus Conference Call

- 1. At the specified time, dial your On Demand Plus dialin number.
- 2. When prompted, enter your conference code followed by #.

Telephone Keypaa Commanas	
*0	Conference wide operator
	assistance
00	Individual Operator assistance
*1	Dial-out to add participant –
	moderator only
*2	Begin/end conference record -
	moderator only
*3	Change entry/exit method
	(name record, tones, or silence)
	– moderator only
*4	Private roll call
*5 / #5	Mute/Unmute all lines except
	moderator's – moderator only
*6	Mute/unmute your own line
*7 / #7	Lock/unlock conference -
	moderator only
*8	Allow/disallow conference
	continuation – moderator only
*#	Private participant count
**	List available keypad commands

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