



Conference Shortcuts

- Press *1 to hear a help menu.
- Press *0 to reach an operator.
- Press *6 to mute or "un-mute" line.
- Press *4 to increase conference volume.
- Press *7 to decrease conference volume.
- Press *5 to increase your voice volume.
- Press *8 to decrease your voice volume.

Moderator Features

- Press *91 to hear a participant count.
- Press *92 to hear a roll call of participants.
- Press *93 to disconnect all participant lines.
- Press *94 to lock or unlock conference.
- Press *95 to dial out to participants.
- Press *96 to mute all participant lines.
- Press *97 to un-mute all participant lines.
- Press *21 to activate Subconferencing.
- Press *22 to initiate record and playback (*22 again to pause/stop the recording)
- Press *31 to turn Conference Security Code on/off.
- Press *32 to record your Conference Introduction.