



Simply the best conference call experience
...and lower costs

USER GUIDE IN-CONFERENCE KEY PAD CONTROLS

This User Guide explains:

- 1 What key pad controls are available for participants
- 2 What key pad controls are available for the host
- 3 What key pad controls are available for recording play back

In conference telephone key pad controls for participants

*1 mute/ unmute yourself	2	3
*4 conference volume down	5	*6 conference volume up
*7 speaking volume down	*8 exit menu	*9 speaking volume up
* press before any command	*0 participant count	# exit conference

In conference telephone key pad controls for the host

*1 mute/ unmute yourself	*2 conference lock/unlock	*3 recording start/stop
*4 turn conference volume down	*5 mute all participants	*6 turn conference volume up
*7 turn speaking volume down	*8 exit menu	*9 turn speaking volume up
* entry before any command	*0 participant count	# exit conference

Notice: Hosts with access to their Web Control Panel can use that to monitor and manage calls. See User Guide - Web Control Panel.



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**Recording play back telephone key pad control
features**

*1 pause / restart	2	3
*4 rewind 3 sec.	*5 end playback	*6 fast fwd 3 sec.
7	8	9
*	0	#