

WebConference tutorial

Teleconference Instructions Premium Version

Example:

1. Dial +1 213-455-0500 or +1 617-231-0350.
2. Enter the 7-digit session Access Code: 8675309.
3. Enter the moderator PIN if you are a moderator: 0123.
4. Join the teleconference.

Press * for the Teleconferencing Menu.

Adjust until satisfied, then press "8" to exit the menu

Exits the menu

1 Mute or unmute yourself	2 Lock or Unlock session	3 Kick last participant
4 Decrease conference volume	5	6 Increase conference volume
7 Decrease your volume	8 Exit the menu	9 Increase your volume

Moderator Options

1 Mute or unmute yourself	2	3
4 Decrease conference volume	5	6 Increase conference volume
7 Decrease your volume	8 Exit the menu	9 Increase your volume

Guest Options