

Keypad Shortcuts

These telephone keypad functions can be used to ensure effective conferencing.

Conference Assistance

Alert Operator *0*0

*available 8am-6pm AEST Monday - Friday

Conference Management

Start Host-Initiated Recording *2*1

Lock/Unlock Conference *7

Take a Roll Call *0*6*7

Terminate Conference *9

Guest Management

Mute All Guests 250#

Unmute All Guests 200#

Individual Guest Mute/Unmute *6

Additional Features on Request

A number of features can be added to your account as a permanent fixture if required.

- Guest Entry on Mute
- Participant Name Record and Announce
- Project Code on Entry
- Personal Identification Numbers
- Conference Announced Roll Call
- Auto Record
- Conference Quickstart
- Auto Disconnect
- Participant Count

Contact Us

Phone: 1300 742 024

Web: www.expressvirtualmeetings.com.au

Email: support@expressvirtualmeetings.com.au