

# Conference Center

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## Conference Passcode

**Conference Passcode provides increased security with the convenience of a self-service conference. When you make your reservation, you will be issued a passcode (access code) that pertains to this one call event. No one can reuse this security info.**

### Features

- The most secure of the automated conferences– all passcodes have a onetime-only use
- Conference On Demand subscribers can use this service when they feel the need for the additional security which Reserved Automated Conferencing provides
- Conference Passcode can be integrated with web conferencing services to enhance your meeting's productivity

Conference Passcode is ideal for automated conference calls where you feel additional security is warranted. When speaking privately to a client or working on a top-secret project with a work team, this service can be used to insure that your call is absolutely secure.

Any of our web conferencing application services can be integrated with Conference Passcode calls. The integration of audio and web conferencing tools into a single meeting allows for a most productive event – the power of the web combined with the passion of the voice.

Each Web service includes a menu of presentation and/or collaborative tools that will enable you to best illustrate a new product concept or resolve an outstanding business issue. Whether you are giving a formal presentation to an audience of hundreds or brainstorming with a tight-knit group of colleagues, there is a web conferencing option right for you.

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## Conference Control features

Conference Passcode includes features that allow you to contact an operator, mute lines or lock the conference using your telephone and the touch-tone commands noted below.

- \*0 Request an operator
- \*5 Lecture mode - mute all lines but the host;  
press \*5 again to unmute all lines but the host
- \*6 Mute your line; press \*6 again to unmute your line
- \*7 Lock your conference; press \*7 again to unlock your conference
- \*8 Get a participant count and playback participant names  
(if requested at time of reservation)
- \*\* Play a list of available commands

We believe that conferencing should not only change the way you do business – it should improve your business processes by increasing productivity and simplifying your business day. We are dedicated to making you and your organization look good by providing audio, web and videoconferencing services that help you maximize every meeting opportunity – anywhere, at any time. Our goal is to ensure that each event is a productive, positive, “no surprises” experience.