

**From:** Lesley Groff <[REDACTED]>  
**To:** Galk <[REDACTED]>, Amir <[REDACTED]>, Yoel <[REDACTED]>, Ehud Barak <[REDACTED]>, Nicole Junkermann <[REDACTED]>, Darren Indyke <[REDACTED]>  
**Cc:** [REDACTED] <[REDACTED]>, Bella Klein <[REDACTED]>  
**Subject:** 12:00 Conference Call  
**Date:** Wed, 17 Dec 2014 15:19:04 +0000

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Please use below details for the 12:00 EST conference call. Darren will be the leader.

**Toll-free dial-in number (U.S. and Canada):**

[REDACTED]

**International dial-in number:**

[REDACTED]

**Conference code:**

[REDACTED]

**Leader PIN:**

\*[REDACTED]

**Additional resources:**

Go to <http://www.meetingconnect.net/rphelp> for more information, including a user guide and a list of phone commands.

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**Get started:**

1. Give your participants the date and time of the call, your dial-in number and your conference code.
2. At the specified time, dial your Reservationless-Plus dial-in number, then enter your conference code, followed by #.
3. When prompted, press \*, then enter your leader PIN, followed by #.
4. Your participants join the conference by dialing your number and entering the conference code.

**Helpful Keypad Commands:**

- \*0 Operator assistance - conference
- 00 Operator assistance-individual
- \*1 Dial-out to a participant - leader only
- \*2 Begin/end conference record (leader only)
- \*3 Change entry/exit method (recorded names, tones, silence) - leader only
- \*4 Private roll call
- \*5/#5 Mute/unmute all participant lines - leader only
- \*6/#6 Mute/unmute your own line
- \*7/#7 Lock/unlock conference (including operator) - leader only
- \*8 Allow/disallow conference continuation - leader only
- \*9 Start/join sub-conferencing
- 11 Third-party conference start - bypass hold music to start call as leader

**\*51/#51 Lecture mode on/off - leader only**  
**#99 Disconnect all lines except leader's - leader only**  
**\*# Participant count**  
**\*\* List available keypad commands**

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