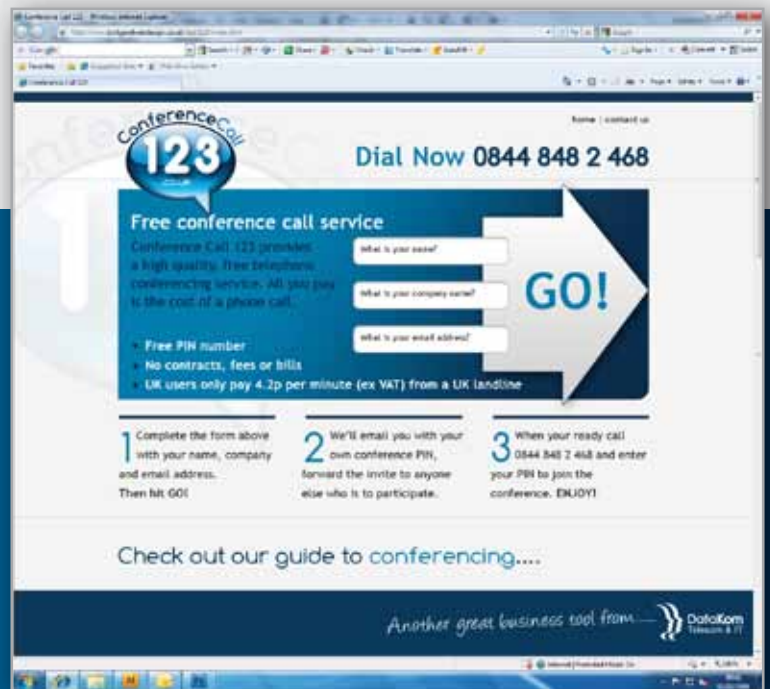




# Quick Start User Guide



- ➔ Visit [www.conferencecall123.co.uk](http://www.conferencecall123.co.uk)
- ➔ Enter your name
- ➔ Enter your company name
- ➔ Enter your email address
- ➔ Check the box to say you have read our Terms and Conditions
- ➔ Click 'GO!'
- ➔ Hand out your PIN to all participants and ask them to dial in on 0844 848 2 468 at your designated time

## In Call Controls

Press	What it does	Participant	Leader
*0	Mute or un-mute your line	✓	✓
*2	Lock or unlock the conference to new callers (callers with leader PIN can still join)	✗	✓
*4	Mute or un-mute all participants	✗	✓
*5	Roll-call: plays a list of attendees names to the room	✗	✓
*6	Caller-count: Plays the number of attendees to the room	✗	✓



Call our support line: **08456 789 884**  
 or email: [support@conferencecall123.co.uk](mailto:support@conferencecall123.co.uk)