

## ReadyConference Moderator Codes

Press \*91 to hear a participant count.  
Press \*92 to hear a roll call of participants.  
Press \*93 to disconnect all participant lines.  
Press \*94 to lock or unlock conference.  
Press \*95 to dial out to participants.  
Press \*96 to mute all participant lines.  
Press \*97 to un-mute all participant lines.  
Press \*21 to activate Subconferencing.  
Press \*22 to initiate record and playback (\*22 again to pause/stop the recording)  
Press \*31 to turn Conference Security Code on/off.  
Press \*32 to record your Conference Introduction.

## Conference Shortcuts

- Press \*1 to hear a help menu.
- Press \*0 to reach an operator.
- Press \*6 to mute or "un-mute" line.
- Press \*4 to increase conference volume.
- Press \*7 to decrease conference volume.
- Press \*5 to increase your voice volume.
- Press \*8 to decrease your voice volume.

## Features

- Tone on Entry
- Tone on Exit
- Participants on hold until the moderator passcode is entered
- Post Conference Report

Compliments of  
Message Impact Systems Inc.  
Conferencing Sales & Consulting  
Tel: 250-585-2232  
[www.messageimpact.com](http://www.messageimpact.com)

