



We are delighted to introduce you to the difference that reliable, easy-to-use conferencing solutions from ICN Teleconferencing can make in your business communications. Here's everything you need to kick-start your conference communications today: your personalized account details, "how to" instructions and other information. Read on for the details!

General Information:

Owner Name: Peg Muxfeldt

Company Name: ICN-DOT Account 535059

Owner Number: 5644446

Reservationless Plus Account Information and Features:

With Reservationless Plus, you have direct access to an audio conference – anytime from anywhere – without ever having to make a reservation. There are up to 125 lines available as capacity permits. No time limits. Complete control of your conference via simple keypad commands.

Conference Code: 7152874372

Reservationless Plus Toll Free Dial-In Number (US & Canada): 1 (866) 685-1580

Starting a Reservationless Plus conference is quick and easy – remember, there's no reservation required. Just follow these steps:

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.
3. When prompted, enter your Conference Code followed by #.
4. When prompted, press * to identify yourself as the call leader, then enter your Leader PIN followed by #.
5. Press 1 to begin your conference or press 2 to access your default conference options.

Your participants join the conference by following steps 2 and 3 above.

Helpful Reservationless Plus Keypad Commands:

- *0 Operator Assistance into your conference
- 00 Operator Assistance-individual
- *1 Dial-out to a participant (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)
- *# Participant Count
- ** List available keypad commands

We look forward to serving your conference communication needs.

To make changes to any of your account information listed above please contact ICN Customer Service at ICN.CSS@iowa.gov

If you require technical support, please call Professional Services at 1-800-605-9277 or 706-634-2415 for assistance.

For more information:

<https://www.tcconline.com>