



Reservationless Express User Guide

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**Everest Communications, LLC
Sales & service of audio, web
and video conferencing
services since 2003.**

Reservationless-Express conferencing is an easy-to-use audio conferencing solution that allows you to start a conference call 24/7 without the need to make a reservation or rely on an operator.

Starting Reservationless-Express Conference Call

- Give your participants the date and time of your call, your dial-in number and passcode.
- At the specified time, dial your Reservationless-Express dial-in number.
- When prompted, enter your passcode followed by #.
- Your conference will now begin.

Joining an Reservationless-Express Conference Call

- At the specified time, dial your Reservationless-Express dial-in number.
- When prompted, enter your passcode followed by #.

Telephone Keypad Commands

Control your conference with a touch of a button on your telephone keypad.

*0	Operator assistance for the conference
*6	Mute/unmute your own line
*7	Lock/unlock conference

Please Note: The above commands are for both the leader and the participants. The system does not differentiate between the leader and the participant lines.

