

Audio Conferencing

When you need a quick, convenient and cost-effective way to communicate with employees, colleagues and clients – around the corner, across the country or on the far side of the globe – audio conferencing solutions from Northwestel make smart business sense. There's no special equipment required. In fact, it's as easy as picking up your phone.

Reservationless - On Demand

Total flexibility for regular, frequent or last-minute meetings

This pay-per-use service is the ideal way to conduct a conference call whenever you want – without having to book your call in advance. You just use your dedicated dial-in numbers and conference ID anytime you want to conduct a call. While you don't need an Operator, help is available upon request. Plus, a selection of features can be activated and de-activated easily using your Touch-Tone™ phone.

Operator-assisted

Delivers a professional set-up and start

An Operator-assisted conference call offers a full suite of features that are managed by the Operator during the call. The Operator can either dial out to participants or greet those who dial in, and introduce all attendees. This service is easy-to-use, and Operator assistance is available upon request. Reservations are required and can be made 24/7.



Our conferencing specialists can help you by:

- Hosting information sessions to familiarize you with all available options
- Developing customized information packages to help you educate your staff and encourage the most cost-effective conferencing usage
- Creating and retaining your customer profile to simplify the reservation process

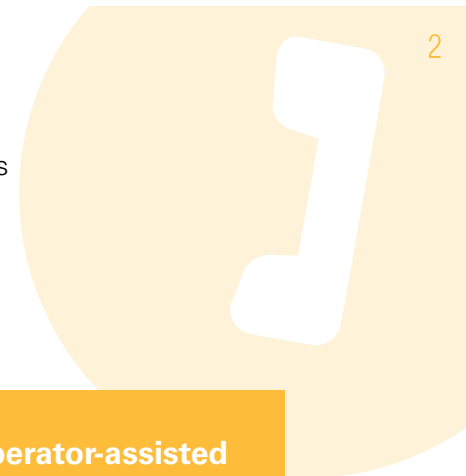
Contact Us

Contact your Conferencing Representative to build a relationship that can help you communicate better and make your business more effective. Call **1-800-661-0434** or email conference@nwtel.ca to get started today.



Features

Below is a chart outlining the main features included with Northwestel's Reservationless On Demand Conferencing Service. It also compares Reservationless On Demand Service with the other Audio Conferencing services, in order to help you make a better informed choice.



Features	Reservationless	Operator-assisted
Announce late callers	√	√
Call Confirmation		√
Conference recording		√
Confirmation		√
Entry & exit tones	√	√
Instant replay	√	√
Lecture mode	√	√
Line mute	√	√
Music on hold	√	√
Participant list	√	
Participant screening	√	√
Polling	√	√
Pre-notification		√
Roll Call	√	√
Security Lock	√	
Sub-conferencing		√
Tape playback		√
Transcription		√
Translation		√

Description of features

Announce late callers

Upon your request, late participants will be announced as they are entered into the conference.

Call Confirmation

Upon completing your reservation, we can fax or e-mail a confirmation of your call logistics.

Conference recording

You can ask the Operator to record your conference call on tape or CD, for your permanent records.

Confirmation

Upon completing your reservation, we can fax or e-mail a confirmation of your call logistics.

Entry & exit tones

Distinct entry and exit tones announce the arrival and departure of each participant.

Instant replay

Create a special telephone-accessible recording of your call. People who missed the call can dial in at their convenience, using a special access number, and listen to the call.

Lecture Mode

Conduct a lecture style conference. All participants are placed into listen-only mode while the moderator is speaking.

Roll call

Keep abreast of who and how many participants are on your call. On reservationless calls, participants are announced by name or entry tone as they join the call. On Operator handled calls, our Operators can perform a roll call to confirm participant attendance.

Security Lock

The moderator can secure the call to prevent the Operator and additional participants from joining the call.

Sub-conferencing

Break away from the main call before, during or after your conference to privately discuss strategies or next steps.

Line mute

If the telephone you are using does not have a mute button, you can mute and un-mute using your Touch-Tone telephone.

Music on hold

Your participants listen to music while waiting for the call to begin.

Participant list

We can fax or e-mail a list of conference participants to you, following the completion of your call.

Participant screening

Control who can join your call through the use of passcodes or have our Operators screen participants before placing them into the call.

Polling

Conduct a poll by having your participants respond to a set of pre-determined questions through their Touch-Tone telephones. The results of your poll will be faxed or e-mailed to you after the call.

Pre-notification

We can contact your conference participants to remind them of the date and time of the call.

Tape playback

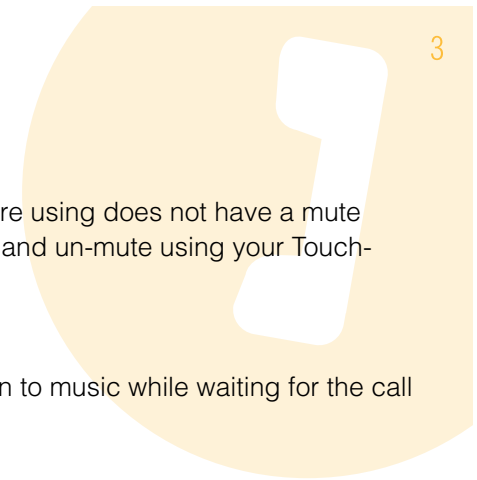
Any previously recorded tape you provide – e.g. your last radio commercial – can be played during your conference.

Transcription

Retain an accurate account of call proceedings without having to take the notes yourself. We will transcribe your call and send you a copy via e-mail or fax.

Translation

Your call will be simultaneously translated into virtually any language you choose.



Conferencing solutions provided by Northwestel. Certain conditions and restrictions apply. For full details go to nwtel.ca/conferencing or call 1-800-661-0434.

