# INCREASE COLLABORATION BY ORGANIZING CONFERENCE CALLS ACROSS MULTIPLE SITES!

## BENEFITS

- Save significantly on travel costs
- Pay for itself in a few avoided on-site meetings
- Provide the core of collaboration and enable distributed or virtual teams
- Make it simple and affordable for a team to function across a diverse geography

**Poltys Conference** solution is a very convenient collaboration tool for small and medium businesses.

It provides dial-out and meet-me conferences and it can be hosted either on-premises or on public Cloud.

The conferences management is carried out by conference Admin by simple Android mobile application.

## ON-PREMISES PREREQUISITES

Make sure that you have **sufficient SIP extensions** in your IP-PBX to allow the maximum number of simultaneous participants in conference, depending on the license purchased.

Reserve with your telephony provider dedicated DID(s) that is (are) used by participants to call into the conference bridge in meet-me mode.

## PUBLIC CLOUD PREREQUISITES

Make sure that you have **sufficient external trunks** with your telephony provider to allow the maximum number of simultaneous participants in the conference, depending on the license purchased.

Reserve with your telephony provider dedicated DID(s) that is (are) used by participants to call into the conference bridge in meet-me mode.

## MOBILE DEVICE REQUIREMENTS

The Poltys **Conference Manager application** can be installed on any smartphone or tablet connected to Internet that runs Google Android 4.1 or later.

## CONFERENCE ROOMS

Admin may simply create/ remove Conference Rooms at his/ her convenience.

Once the Conferences Rooms are created, they can be further used either for Dial-out or Meet-me conferences at a glance.

## DIAL-OUT CONFERENCES

A dial-out conference is initiated by Admin and it's based on a list of contacts in a Conference Rooms that are automatically dialed out and conference-in progressively.

A new conference participant can be added at any time to dial-out conference by Admin.

Furthermore, the Admin can disconnect and mute/ unmute any conference participant at any time during the conference call.

## KEY FEATURES

- SIP-based Conference Bridge
- Dial-out and Meet-me Conferences with a simple tap on mobile device touchscreen
- Simple conferences management application for Android mobile devices
- Login to Conference Management app by Google account
- Configurable number of conferences and users by purchased license
- Convenient user invite by sharing it over the media channel of your choice (e.g. Email, SMS, Facebook, Linkedin, Hangouts, etc.)
- Use special Admin user PIN and opt-out for waiting him/ her to start the conference
- Mute/ unmute users by Admin
- Disconnects all/ certain users by Admin or after he/ she lefts the conference

## MEET-ME CONFERENCES

Meet-me conference can be initiated by any participant that is aware of the phone number to call in and the PIN to authenticate with a predefined Conference Room.

The Conference Administrator have the responsibility to spread out the conference room information to phone contacts for meet-me conferences.

The administrator can disconnect and mute/ unmute any participant at any time during the meet-me conference.

A meet-me conference can have Admin as participant with special attributes (e.g. all the other participants must wait for Admin to join, etc.).

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