

## myDatavo Conference



### Meeting on-the-fly with myDatavo® Audio Conferencing

myDatavo® On-demand Conferencing is an easy-to-use service to enhance your business productivity. Fast, efficient on-demand Conferencing from myDatavo® offers a low cost complete solution capable of hosting up to 500 attendees with no reservations required and no time limits imposed. Simply dial the number of your virtual conference and enter your Identification code.

#### Take Charge of Your Conferences with Easy-to-Use Features

Once in your virtual conference room, use easy-to-follow audio prompts and a host of features to take complete control of your conference. Use our Moderator Web Interface for even greater functionality and control of features including.

- **Recording a Conference** — Record your conversations for future review and transcription. Simply initiate system recording through your phone prompt or web interface. At the end of the conference call, your recording will be available in .WAV format for download through your moderator web interface. Easily archive or distribute the audio file via email.

- **Muting** — Mute all participants for an important announcement or mute selectively as the topic requires. You can also enable individual participants to mute themselves in the event of line static or background, noise.
- **Dial In or Dial Out** — Schedule a meeting where participants dial in at a specific time or add participants on-the-fly by simply dialing out during the conference.
- **Lock and Roll Call Conference Participants** — For enhanced security and no interruptions, you may take a roll call of all conference participants and then lock your conference room once all participants are present.

#### Find Out More!

To learn how your company can benefit from Datavo, contact us at 888.532.8286 or visit our website at [datavo.com](http://datavo.com).