

Virtual Boardroom User Guide

- ✓ **Generate a PIN** - Generate a PIN, by dialing 086 000 9525 and following the IVR prompts.
- ✓ **Plan Your Teleconference** - Communicate the PIN to all participants as well as the number to dial (086 000 9525). Also schedule a date and time for the teleconference.
- ✓ **Hold Your Teleconference** - At the scheduled date and time, all participants should dial in and follow the IVR prompts.

Contact us by either calling or sending a mail to our sales department for more information.

 sales@ecn.co.za

 www.ecn.co.za

 010 590 0000