

A simple, powerful way to conduct day-to-day meetings

Aspen Conferencing provides a phone conferencing solution that sets the standard for simplicity in real-time conferencing by coupling unmatched ease of use and around-the-clock customer support. Aspen Conferencing's convenient, reservationless Phone Conferencing service provides greater flexibility and reliability, increasing the efficiency of everyday remote meetings.

Aspen Conferencing's proprietary telecommunications infrastructure, supported by 400 T-1s and 10,000 phone lines, integrates leading-edge technologies into a single convergent communications platform used by 1,900 businesses of all sizes.

Meeting the Need | Reservationless Conferencing is a completely automated audio conferencing service that enables you to quickly and easily communicate with up to 125 participants on a single conference at any time. Simply dial your toll-free number and enter your unique conference ID and PIN to instantly begin a conference without a reservation or operator assistance.

Benefits | Aspen Conferencing gives you the tools to:

- Increase productivity by instantly bringing participants together - no reservation required
- Enhance your audio conference with PowerPoint® presentations and web-based call control
- Track your conferencing usage with post-conference summaries and online reports



A Complete Service | Aspen Conferencing gives you the tools to easily manage your participants, secure your meeting and record your conference - all from your telephone keypad. Reservationless Conferencing also has optional web-based conference management and basic presentation features. Make your remote meetings more productive by adding visual components to your audio conference.

Aspen Conferencing couples 99.99% published uptime with our industry-leading, 24/7 customer support to ensure that your conferences always run smoothly.

"By empowering each employee with their own unique conference ID and PIN, we were able to save a tremendous amount of time previously spent scheduling conferences, as well as streamline both our internal and client communication,"

– MWH Global, Inc.

Key Features | Aspen Conferencing offers you all of the audio conferencing features you require with the flexibility to customize your service based on your communication needs.

Instant access | Access your conference using your toll-free dial-in number with up to 125 participants

Conference control | Mute participants, lock the conference and initiate roll call

Dial-out | Never wait again - press *1 then enter the participant's number

Billing control | Create unique codes to track spending and billing

Security | Lock the call using a unique code to prevent unwanted participants

Record and playback | Press *2 to instantly record your meeting for later playback

Web presentations | Share and control PowerPoint® presentations to enhance your audio conference

Web-based call control | Manage your audio conference from a simple web interface

Live webcasting | Initiate a webcast to reach thousands over the web in real-time

Begin a Phone Conference Whenever You Want | With No Advance Reservations

- 1) Dial the toll-free number on your moderator card and use your conference ID and PIN to begin a meeting instantly.
- 2) To share slide presentations or hold a Q&A session, go to www.aspenconferencing.com and click 'Moderator'.
- 3) That's it! If you chose to use the web, now you can advance through the presentation slides in real time over the Internet while your participant's watch and listen.



Audio Requirements

Users only need a phone and Aspen conference ID and PIN to begin a conference anytime, anywhere.

Web Requirements

Hardware - A computer with a sound card & speakers

Software - Netscape Navigator 4.51-4.79 or Microsoft Internet Explorer 5.xx or higher

Operating System - Windows 98/2000/NT4/XP
Bandwidth Minimum - 56 kbps dialup or faster recommended

Media Player - RealPlayer or RealOne Player is required to listen to live or recorded conferences on the web