



READY-ACCESS®

CALL A MEETING AND START TALKING IMMEDIATELY WITH ANYONE, ANYWHERE, ANYTIME...NO RESERVATIONS REQUIRED

Ready-Access helps you communicate quickly, efficiently and cost-effectively as a group without making elaborate arrangements or traveling. You can reach anyone, anytime, anywhere. It is ideal for:

- Conducting ad-hoc or scheduled group meetings
- Accelerating project development and decision-making by distributing information and sharing opinions in real-time
- Increasing meeting productivity, interaction and ideas by sharing computer-based content using our Web conferencing services
- Cutting down on your T&E expenditures, such as plane tickets, hotel rooms and meals, while proactively reducing your organization's carbon dioxide emissions and thus carbon footprint.

BRING PEOPLE TOGETHER

Whether on-line or off-line, conference on-demand with reliable Ready-Access and our suite of Web collaboration solutions. Maintain permanent, toll-free and toll access for meetings. Enhance the productivity of global collaboration by connecting any time of day or night. Assemble teams of dispersed employees, business partners, and customers without travel.

RUN A BETTER MEETING

Monitor and manage Ready-Access meetings with your Web Meeting. Requires a personal computer and an Internet connection. View on-screen information and call controls in a browser window. Free with Ready-Access subscription.

FEATURES AND BENEFITS

- **Subscription Service** – “on-demand” status minimizes set up time for convenient, easy-to- access conferencing
- **Online Tools** – phone keypad commands and Web Meeting application to give complete control for a dynamic conference configuration
- **Multi-level Passcodes** – maintain chairperson control and conference security



- **Multiple, Geographically Distributed Systems with Intelligent Routing** – offers disaster protection and the ultimate in reliability. In-country bridges located in North America, EMEA, and Asia Pacific regions.
- **Security** – enhanced automated features implemented for additional layers of security including email notifications, secure passcodes, and Chairperson Passcode Aging
- **Web Collaboration** – share documents, data, presentations, or other applications in real-time for added meeting productivity
- **Knowledgeable Service and Support** – conference operator assistant is available 24/7; online support is also available
- **Global Origination Service (Global “800”)** – global in-country access, local convenience, unmatched reliability
- **Record** – record conference using telephone touchtone commands
- **Manage recordings** - on-line recording file playback, hosting and management
- **Account Options** - configure the feature setting on Ready-Access subscriptions; change settings as often as the customer wishes
- **Quick Start** - allows conferences to begin without requiring the Chairperson to start the meeting
- **Account Codes** - assign a numeric code (up to 20 digits) or * (star key) to a conference so charges can be billed back to specific cost centers (for easy internal cost allocation or client billing)
- **Auto Continuation** - allows all conferences to automatically continue until the last person disconnects
- **Ready-Access Portal** - View conference details, Global Origination Service numbers, download an electronic conference card, and more via this portal
- **Post-Conference Email Summaries** – FREE Notification emails can be sent after a conference has taken place. Log into the Ready-Access portal for the call details

Command	Feature
* 1	Dial out to a participant
* 1	Join new participant to the conference
* 2	Join new participant and dial another participant
* 3	Disconnect line and rejoin conference
* 4	Disconnect line and dial another participant
* 2	Record conference (on/off)
* 4	Lock conference (prevent new participants)
* 5	Unlock conference (allow new participants)
* 6	Mute line
* 7	Unmute line
* 8	Allow conference to continue after you disconnect
* 9	Automated roll call of conference participants (if activated)
* #	Count the number of participants on the conference
# #	Mute all lines
9 9	Unmute all lines
0 0	Ask for operator
* *	List available commands
# 1	Turn Listen Only Mode ON
# 2	Turn Listen Only Mode OFF

CHAIRPERSON COMMANDS AND FEATURES INCLUDE:

- See names of all participants
- Personalized address book
- Dial out to additional participants or an entire group using address book
- Lock/unlock access to call
- Mute/unmute individual or all lines
- Request operator assistance
- Disconnect lines

ADD MULTIMEDIA CONTENT

All Ready-Access subscriptions come enabled with our suite of Web collaboration solutions, giving your customer the option to harness the power of real-time collaboration via the Internet. Instantly share documents, images, and presentations. Demonstrate software applications or conduct interactive training sessions. Data integrity protected by passwords and SSL (Secure Socket Layer) encryption protocols. Requires a computer and internet connection.

FULLY INTEGRATED WITH *WEB MEETING FOR INSTANT COLLABORATION AND GROUP INTERACTION*

SIMPLE AND EASILY ACCESSIBLE

- One set of login numbers to remember for audio and web communication
- Customize online registration and send meeting invitations, automatically populating participants' calendars with audio and Web meeting details

EDIT RECORDINGS

FAST AND FAR-REACHING

- Instantaneously share documents, desktop, applications with customers, colleagues, partners and suppliers
- Take group tours of Web sites or pre-production sites

EASY-TO-USE AND FLEXIBLE

- Create, edit and publish podcast episodes to popular services like iTunes with easy-to-use podcasting tool. Perfect for department meetings, trainings, sales presentations, project team work and much more

EFFECTIVE INTERACTION & COMMUNICATION

- Collaborate and create new documents by integrating participant input real-time
- Chat online with individual participants or entire group
- Promote interaction by offering remote participants control during demos and training

UNMATCHED RELIABILITY

Trust your conferencing to Teleconference Canada. We utilize the capacity, redundancy, and disaster recovery planning of the Level 3 network. Geographically dispersed systems assure uninterrupted service and availability. Operator assistance is available at any time. You also get the reach and quality of our worldwide, seamless optical fiber network.

For current specifications and availability, please visit: www.teleconferencecanada.ca or contact us toll free at 866-599-0901. Email: canadasales@tacdig.com.

