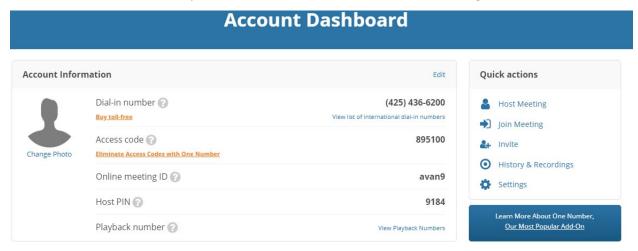
Free Conference Call

- 1. Create a free account: <u>freeconferencecall.com</u>
- 2. Log in with your user name and password
- 3. Account Dashboard will show your dial-in number, access code, online meeting ID and Host Pin



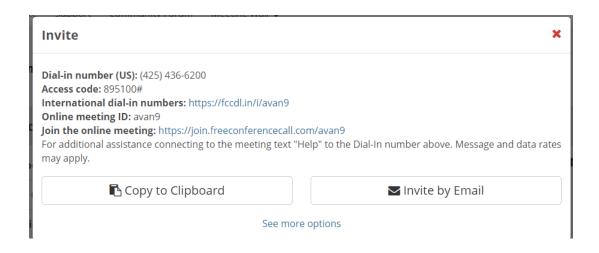
- 4. Option 1: Share the dial-in number and access code to participants by using copy & paste
- 5. Option 2: Click Host Meeting on the right side panel







6. Click on Invite button to email dial-in information to participants



Launch Free Conference Call

- 1. <u>Join by phone</u> using the dial-in number
 - a. Enter the access code as prompted
 - **b.** If you are the host, enter in host ID.
- 2. <u>Join the meeting online</u> by clicking on the link provided in the invitation (see image in step #6)
 - **a.** You may need to download the Free Conference Call application if prompted.
 - **b.** Follow the pop-up prompt to join the meeting or enter as the host.