



How can I host face-to-face meetings without breaking my budget?

BellSouth® Conferencing Services offers a suite of integrated audio and Web conferencing tools that will meet your business needs.

At a Glance

- Alternative to face-to-face meetings
- Integrated audio and Web services
- On-demand and easy to use
- Superior customer service
- Easy participant access
- Dedicated conference coordinators for special events
- Hassle-free registration
- 24X7 availability

Communicating with your colleagues, customers and investors is hassle-free with the suite of BellSouth® Conferencing Services.

BellSouth, your reliable and complete telecommunications solutions provider, offers you BellSouth Conferencing Services – a seamless integration of both traditional and cutting-edge conferencing technologies. An on-demand, flexible and easy-to-use audio product coupled with a Web-based companion enables you to save on the financial and time constraints associated with travel. You can satisfy your need to simultaneously communicate and share visual information with others for collaboration and quick decision-making.

BellSouth Conferencing Services can combine the features of audio and Web conferencing services in order to provide you a seamless solution and an effective, efficient alternative to face-to-face meetings.

BellSouth® On-Demand Meeting Service – Audio Conferencing Service

On-Demand Meeting Service is our premier service offering that is available to our customers. It provides a fully automated, non-reservation audio conferencing service that enables the conference hosts to initiate and conduct phone meetings with up to 100 participants instantly; 24 hours a day, 7 days a week.

Audio conferencing hosts can easily manage the conferences by using touch-tone prompts with their telephone keypad or with the click of a mouse via an online interface. BellSouth On-Demand Meeting Service audio conferencing is ideal for:

- Management Meetings
- Customer Communications
- Project & Crisis Management
- Instant Meetings

BellSouth® Web Meeting Service – Desktop Application Sharing and Collaboration

The BellSouth Web Meeting Service offers visual, dynamic and easy-to-follow virtual conference meetings. The conference hosts have access to a personal virtual conference room 24x7 via an assigned Meeting Number and PIN. The host can share Microsoft® PowerPoint® presentations and other applications with their meeting participants and more – all from their desktop computers.

Integrating On-Demand Meeting Service with BellSouth Web Conferencing Service merges the simplicity of the telephone with the power of the Internet, enabling you to achieve effective virtual meetings no matter where your participants are located. This integrated audio and Web service suits the needs of the following conferencing types:

- Training
- Product Launches
- Weekly Meetings
- Financial Reviews
- Investor Relations
- Press Conferences
- Focus Groups
- Management Meetings
- Project & Crisis Management
- Instant Project Collaboration

BellSouth® Attended & Event Meeting Services – Audio Conferencing Service

The BellSouth attendant supported audio conferencing service is available in two offerings, affording you the ability to engage a conference coordinator for maximum efficiency and productivity. This service is ideal for large-scale telephone conferences.

BellSouth Conferencing Services Features

Audio

On-Demand

- Permanent Toll-Free Access Number & Meeting Number Passcode
- Lock/Unlock Conference
- Coordinator on Demand
- Listen-only Q&A
- Self Mute/Un-Mute
- Close Conference
- Digital Record/ Playback

Basic Attended & Event

- Lecture "Listen Only" Mode
- Full Coordinator Assistance
- Roll Call
- Conference Mute
- Passcode Security
- Record/Replay
- Participant Notification
- Q&A/Polling

Web

- Outlook Integration, E-mail Notification
- Chat
- Polling/Q&A
- Surveys
- Application Sharing
- Detailed Reporting
- Whiteboard

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04/03 BB1669

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Basic Attended

Basic Attended Service provides a conference coordinator to assemble the participants into the appropriate conference. Participants dial in via a toll-free number or the conference coordinator can dial out to access them. The conference coordinator can assist the host with additional services and is available at any point during the conference via touch-tone signaling. Basic Attended Service is best suited for events involving 25 or fewer participants.

Standard features of Basic Attended Service include listen-only mode, private discussions before conference begins, roll call, mute and ASAP calls with 20 minutes notice.

Event Meeting

The BellSouth Event Meeting Service dedicates a conference coordinator for the duration of your meeting or event. The conference coordinator is there to aid in the productivity of the conference. Event Meeting is ideal for large sessions – up to 5,000 participants – and includes additional services, such as Digital Replay, Q&A, polling, etc., to the standard services listed for Basic Attended.

Event Meeting is commonly used in the following cases:

- Investor Relation Reports
- PR Announcements
- Medical Marketing Applications
- Training Applications
- Internal Employee Announcements.

Easy Conference Access and Hassle-Free Reservation Process

Each of the BellSouth Conferencing Services allow you to connect to your audience and customers in creative ways by providing them real communication choices. Participants can access your conference from any location via three methods: toll-free dial-in, toll dial-in and host/conference coordinator dial-out.

For Basic Attended and Event Meeting, it is just as simple for your conference hosts to reserve a conference by either telephone, fax or via the BellSouth Web site. Reservations can be made 24x7 and to ensure confirmation, all reservations are followed with a fax or e-mail containing the conference number.

BellSouth Conferencing Services: The Solution to Your Conferencing Needs

We know how much is riding on the success of your conferences, meetings and events. The BellSouth customer service you have come to rely on is the backbone supporting each of our conferencing services. Reap the benefits of face-to-face meetings, improve productivity, enhance decision-making, support collaboration, enhance employee retention. By taking advantage of BellSouth's audio and Web conferencing services, you will also benefit from reduced travel expenses.

You can be secure in the knowledge that as markets evolve and technologies change, BellSouth continues to expand our breadth of services and solutions to help you manage the changes and stay competitive in these fast-moving markets. BellSouth is your source for secure, reliable audio and Web conferencing options.

For more information regarding BellSouth® Conferencing Services, contact your BellSouth account representative or visit us online at www.bellsouth.com/longdistance