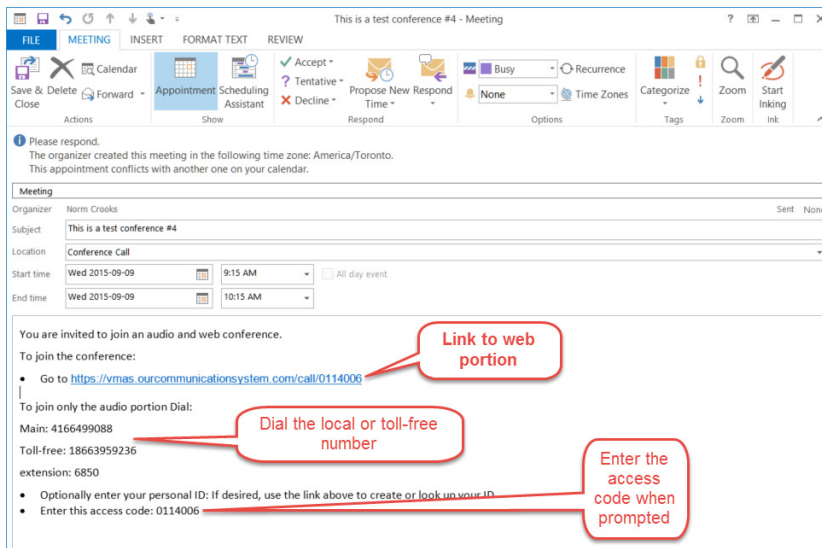


You will have receive an email or calendar invite to the meeting that resembles the below. You need to:

1. Click the web link (if provided) and allow installation of Mitel software if you are prompted.
2. Dial into the local or toll-free number.
3. Press '*' on your phone keypad to enter your access code.
4. Enter the access code provided.
5. If provided, enter the password for the conference when prompted.



Meeting

Organizer: Norm Crooks
 Subject: This is a test conference #4
 Location: Conference Call
 Start time: Wed 2015-09-09 9:15 AM
 End time: Wed 2015-09-09 10:15 AM

You are invited to join an audio and web conference.

To join the conference:

- Go to <https://vmas.ourcommunicationsystem.com/call/0114006>

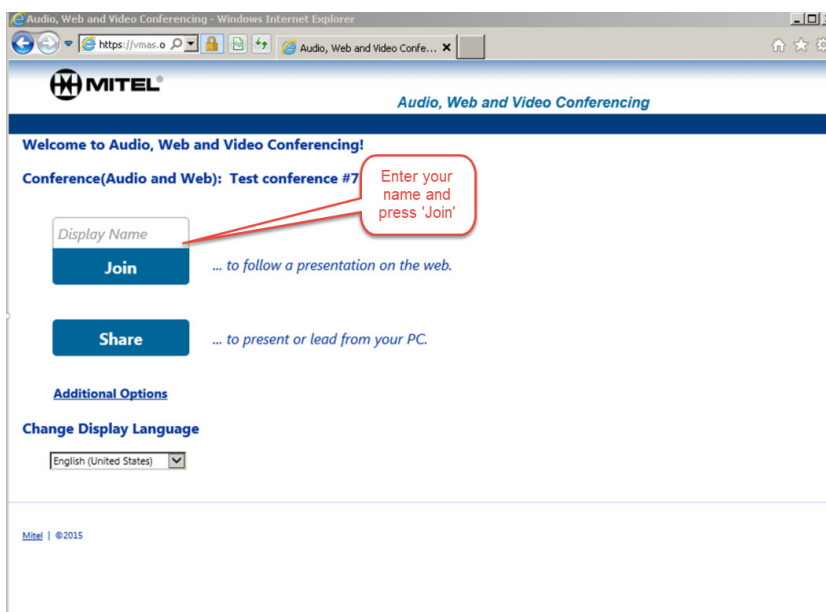
To join only the audio portion Dial:

Main: 4166499088
 Toll-free: 18663959236
 extension: 6850

Optionally enter your personal ID: If desired, use the link above to create or look up your ID.

Enter this access code: 0114006

When accessing the web portion (if applicable), you'll be prompted to enter your name and press 'Join'



MITEL
 Audio, Web and Video Conferencing

Welcome to Audio, Web and Video Conferencing!

Conference(Audio and Web): Test conference #7

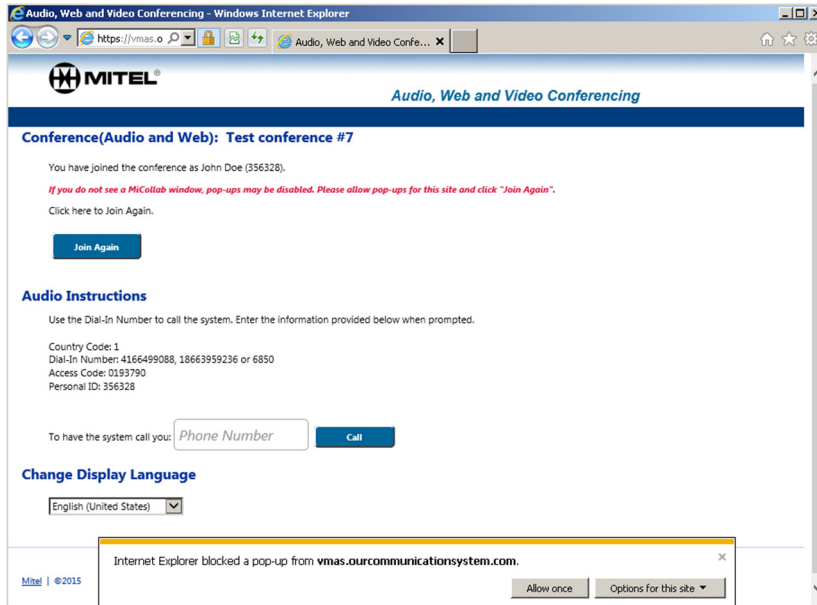
Display Name
 Join ... to follow a presentation on the web.

Share ... to present or lead from your PC.

Additional Options

Change Display Language
 English (United States)

If you have a pop-up blocker enabled, you may get this screen. Allow pop ups for this site and then click 'Join Again'.



Once you're connected, you'll see other participants on the left-hand side of your browser and a shared desktop or video on the right-hand side.

