

Sections/Fields	Description
Name	Enter a name to distinguish this conference from others.
Conference Number	Enter a unique 3-4 digits number for the conference.
Intro Prompt	If desired, a Prompt file can be played when entering the conference.
Admin PIN	This is the Administrator personal identification number (PIN). This is a 3-4 character numeric field. Note: Both General PIN and Admin PIN must be entered to utilize Admin PIN
General PIN	This is the User personal identification number (PIN). This is a 3-4 character numeric field.
Announce on Enter	If Enabled (checked), this prompts the user to record their name before entering the conference.

<p>Enter Muted</p>	<p>If Enabled (checked), users enter the conference in muted mode. The user can dial *1 to un-mute the themselves.</p>
<p>Optimize Talker Detection</p>	<p>If the DCM speech detection is triggering when no one is talking you can check this box to lessen the effect of background noise.</p>