

CenturyLink Event Conferencing

Productive conference calls that really do cost less

Meet more, get more done and save more money

Your business has set important goals and your employees have a list of challenges they need to overcome. Setting up a meeting shouldn't be on that list.

Conference calls are supposed to help you manage your costs, not increase them. However, without the right conferencing platform, your employees are spending valuable time managing event logistics rather than focusing on your company's core competencies. Event Conferencing provides professional and reliable support. We do our best, so you can do your best.

Your meetings will be efficient, productive and easy to run with Event Conferencing. Our Conferencing experts help you schedule, plan and host meetings so that you can focus on other work instead of meeting logistics.

Operator Assisted, Event Auditorium and Event Conferencing are included in our suite of Reserved Conferencing. Any time you use Reserved Conferencing, you will have operator assistance:

- Operated Assisted calls are designed for calls with few participants because the operator introduces each one of them
- Event Auditorium is ideal for calls with any number of participants (few to many participants), where the timeliness of automated entry is beneficial
- Event provides a complete experience, a dedicated operator introduce speakers at the beginning of the call and is available throughout the call, this can be used for any size call (few to many participants)

Security and reliability

From industry-leading conference security features to an advanced fault-tolerant and redundant architecture, Event Conferencing delivers some of the highest levels of security screening in the industry and provides a 99.95% error-free performance goal.

| Operator Assisted | Event Auditorium | Event |
|---|---|---|
| When you want a personal touch on a smaller call | Professional events with productivity in mind | Image impacting and large scale events |
| Interviews, internal communications, team meetings | All-hands meetings, HR announcements, training, web seminars, one-to-many presentations | External product marketing focus, press conferences, investor relations, web seminars |
| Up to 50 participants | Up to 4,000 participants | Up to 4,000 participants |
| Operators greets and begins the conference; operator able to dial out to participants | IVR/passcode entry with optional tracking via PINs, operator manages Q&A and all call details | Operators greet and screen participants, manage Q&A and all call details |
| One full-time dedicated operator to begin the call | One full-time, dedicated operator | One or more full-time, dedicated operator(s) |

Contact your CenturyLink Representative today!



Event Auditorium call details

| Before your session | During your session | After your session |
|--|--|--|
| <ul style="list-style-type: none"> • Reservations – conferencing experts assist with reservations, coordinating with specialists and enhanced services • Event invitations – send messages via email, fax or voicemail • Fulfillment – send information to invitees in advance of call • Web registration – collect information in advance of call from participants • Event production services – conferencing specialists coordinate rehearsals and advise on timing, flow and call techniques • Caller entry – instant passcode entry with automated participant data collection or an operator will personally screen and greet each caller • Participant verification – operator can remove participants when notified during pre-conference or via the behind-the-scenes communication line • Pre-meeting consultation – minutes prior to start time, an operator consults with speakers to review meeting flow and features requested | <ul style="list-style-type: none"> • Professional announcer – starts the call and introduces speakers • Communications line – open phone communication between call host and operator • Dial-out –escort important participants into the call via an operator • Host controls – display participant data in real-time • Custom on-hold music and announcements – you provide information that can be played for the call (Event only) • Lecture mode – muted participant lines ensure the audience can hear, but not interrupt the speaker until Q&A lines are open • Sub-conferences – breakout sessions or private conferences with selected participants • Q&A – interactive conversation one participant at a time with operator assistance and screening • Polling – feedback through operator-managed surveys • Integration with web conferencing – visual web presentation capabilities • Conference recording – extend your conference with replay, CD or audio files | <ul style="list-style-type: none"> • Post call – private post-conference calls for speakers to discuss the preceding conference • Participant list – post-call participant report (Event only) • Transcription – document the call, satisfy legal requirements and provide an archive of the event • Translation – of conference transcripts into other languages • Recording duplication – professional-grade recordings for single or bulk duplication • Audio production – professional-grade recording and editing to produce high-quality recordings for playback and reproduction • Audio replay – by phone 24/7/365 after the call • Post-call reporting – customize reports with information from registration, participants and polling |

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