1st Option

• You may connect in audio conference calls from Branch office Intercom extensions by dialing the Jaipur office Operator / security gate numbers (Refer to Ext list) and ask them to connect you in Audio conference calls.

2nd Option

- You may dial in directly from Extension number to given numbers and User PIN to join the call , the important part is you need to know the room name in which call is running.
 Example To dial JRF Conference Room
 - Dial 60 number on phone and wait for dial tone.
 - after dial tone, dial the DID number 7103411 and listen the beep tone, after that dial the user PIN 1991 than #, now you are in conference call.

Vie	/iew Conference Department List								
ID	Name	DID No	Room No	Admin Pin	User Pin				
1	Sales	1417103412	100	4004	4004				
2	Production	1417103413	200	2332	2332				
3	JRF	1417103411	300	1991	1991				
4	Branch	1417103417	400	9119	9119				

<u>**3**rd Option</u> - Call to office number 7103400 and ask them to connect you in conference call if above 2 option did not work.

1st Option

- You may dial in directly from your mobile phone or landline phone by dialing to DID number of Audio conference room as per given list of Room names. The important part is you should know the room name in which call is running.
- Example To Join Branch Conference Dial the DID number 141 7103417 and listen the beep tone, after that Dial the user PIN 9119 than #, now you are in conference call.

View Conference Department List								
ID	Name	DID No	Room No	Admin Pin	User Pin			
1	Sales	1417103412	100	4004	4004			
2	Production	1417103413	200	2332	2332			
3	JRF	1417103411	300	1991	1991			
4	Branch	1417103417	400	9119	9119			

2nd Option

• Dial the Office number - 7103400 and ask them to connect you in Conference call.

^{1st} Option

• You should inform IT team well in advance if you are traveling out of station and would join conference call . You can give your mobile number or IT team will use CUG number if already issued a company provided CUG number.

2nd Option

• Dial the Office number - 7103400 and ask available person to connect you in Conference call as that will be inbound roaming call.