

## **How to Conference call**

1. Connect to the first person as you would in a normal call.
2. Press the 'More' softkey
3. Press the 'Confrn' softkey.
4. Dial the number of the person you would like to add to the conference call.
5. Either before or after the second party picks up, press the 'Confrn' softkey again.
6. The new person will be added to your call.
7. You may repeat the process to add other callers to the conference, up to a maximum of 7.
8. You may create conference calls with internal and external numbers.