

# Verizon Net Conferencing

**With Net Conferencing from Verizon Conferencing, you can share your presentations with hundreds of meeting participants while they listen to you on an accompanying conference call. By using the power of the Internet, you can bring your presentation to meeting participants without anyone having to travel. All they have to do is log on to a predetermined website to view your materials. Net Conferencing also gives you and your colleagues the ability to make changes to documents online, while discussing them on the phone.**

It's an easy and reliable tool to use for:

- Web seminars
- Internal corporate communications
- Investor relations calls
- Product rollouts
- Employee updates
- Press releases
- Training sessions and much more

No wonder the use of Net Conferencing is dramatically on the rise.

## A Range of Net Conferencing Products to Suit Your Business Needs

Our Net Conferencing products enable you to reach numerous participants around the world simultaneously. On a Reserved Net Conference, you can involve multiple presenters and present to up to 1,000 people. For smaller groups, you can choose Instant Net Conference with its convenient easy access and reservationless capabilities, making it the ideal solution for spontaneous meetings.

Through our corresponding Audio Conferencing service, you can add an endless number of audio participants. On a Reserved Net conference, Net Replay captures every aspect of the call, including Q&A, meaning those who listen to the replay won't miss a thing. Plus, often, a replay is more convenient for audience members, because it is available 24 hours a day, seven days a week. You can share your presentation with hundreds of meeting participants while they listen to you on an accompanying conference call.

## Benefits of Net Conferencing

Net Conferencing offers you and your company the ability to:

- Disseminate information quickly and easily
- Reduce the cost of your training and educational programs by providing an alternative to travelling
- Increase attendance for meetings such as seminars and training classes through the elimination of travel time and costs

Net Conferencing offers a wide range of features, allowing you more control and more flexibility with participants.

- **Recording.** Net Replay allows Verizon Conferencing to quickly and easily record your Net conference. It captures every aspect of your live session, including the audio and the data portions of the meeting. Participants have a choice of media players to listen to the recording, allowing users with even limited bandwidth to attend the replay.
- **Robust Reporting.** Detailed billing reporting is available through our Online Invoice Processing tool. Verizon Net Conferencing offers online participant lists, which let you track attendance to your sessions and events so you can see who attended. Online Polling Reports allow you to keep track of how participants responded to questions during your meeting. You may sort by question or participant to help analyze your results.
- **Convenient Scheduling or No Scheduling Required.** With e-Scheduling Tools, U.S. customers can schedule calls and send invitations automatically to remote participants through your Microsoft® 3 Outlook® interface. If you choose our Instant Net Conference product, no scheduling is required and you can also send e-mail invitations directly from the Instant Net Conference interface. Of course, if you prefer to talk to a person, you may call us and we will set up your reservation for you.
- **Single Interface for Joining.** We provide a single interface to host or attend your meetings. Leaders and participants alike simply log on to [www.e-meetings.verizonbusiness.com](http://www.e-meetings.verizonbusiness.com) to attend an event. All leaders and participants need is your meeting number and passcode. (Passcodes for Instant Net Conference participants are at the leader's discretion.)conferences of any size. Each Premier audio conference call, as well as video conference calls with 10 or more sites, is assigned to a Meeting Manager who will assist with meeting logistics and ensure your requirements are met. In addition, a conference coordinator manages your meeting from start to finish on the day of the call.

## Features

Live PC sharing capabilities

Online whiteboards for brainstorm sessions

Single interface for audio and Web Meeting management

## Benefits

Easy, reliable, and secure

Improved employee productivity

Real-time group collaboration

## Fact Sheet

- **Web Action.** Take your audience to any live web page. Each participant can click on live links or fill out forms. Maintain better control of your audience by using the Show Only mode.
- **Net Polling.** Receive instant feedback from your audience with real-time polling. All you do is click the poll button, type a question, and list possible answers. Audience votes are tallied dynamically and can be displayed immediately to participants. The results are stored, so you can conduct analysis on responses gathered over time. You can even set up a polling slide in advance, if desired.
- **Real-Time Annotations.** Draw, highlight, and type directly on your slides in real-time in order to focus your audience's attention on the particular point you're discussing. Multiple presenters can work on slides simultaneously and are assigned different annotation colours in order to differentiate each presenter's marks.
- **Whiteboards.** Illustrate an idea or draw a picture for your audience quickly and conveniently. As you draw or type text, your audience sees exactly what you are creating in real-time.
- **Text Slides.** Instantly create interactive text slides to capture agendas, meeting notes, action items, or to track progress of team meeting notes. Text slides can be prepared in advance or created instantly.
- **See Your Audience Virtually.** On a Reserved Net Conference, audience members can change their seat colours to visually communicate their level of understanding or desired pace without interrupting your session. You can immediately adjust your delivery in response to audience needs. Presenters always know who is in a session by viewing the seating chart on a Reserved Net Conference or checking out the Who's Here tab on an Instant Net Conference.
- **Net Q&A.** Reserved Net Conference and Instant Net Conference powered by Microsoft Live Meeting offers live Net Q&A. Audience members can ask questions and get answers without interrupting the presenter. Answers can be provided directly to the questioner (Private Reply) or shared with the entire audience (Post to All). After a session, you can save and download the Q&A log to enhance your presentation content or create FAQs.
- **Net Chat.** Use the built-in chat capability for fast interaction and instant messaging between presenters. Chat is perfect for communicating critical information while a live presentation is in session. With Instant Net Conference powered by WebEx, Net Chat may be saved to be reviewed later. Since participants can send messages to the presenter, this may be used as a Q&A feature.
- **Share View.** Show anything on your computer instantly to remote audiences. Broadcast visuals, applications, web pages, documents, or software to remote participants in real-time. Audience members will be able to see exactly what you are doing, including all of your mouse movements and keyboard inputs.
- **Share Application.** Give control of any application on your system to remote participants. Application sharing is safe and secure, and provides encryption to protect content plus access controls to prevent accidental or malicious damage to files. On a Reserved Net Conference, participants do not need to download plug-ins to share your files, making it quick and easy to work.
- **SnapShot.** Capture any visual on your computer and show it to your audience. Once you've taken a SnapShot, use annotation tools to highlight information quickly and conveniently.

### Use the Power of the Internet Today!

For more information about how to collaborate and work together more quickly than ever before, please contact your Verizon Business account manager or call a conferencing specialist in:

- Europe +44-20-7950-9950
- Australia 1800-505-020
- Hong Kong +852-2802-5100
- Singapore +65-6883-9144
- Japan +81-3-5539 5100
- U.S. 1-800-475-5000

You can also visit us at [www.e-meetings.verizonbusiness.com](http://www.e-meetings.verizonbusiness.com), where you'll find a wide range of meeting-related resources.

