

MITEL

Quick Conference

Simple, Cost-effective, Meet-Me Audio Conferencing

Mitel® Quick Conference is a simple, cost-effective and scalable meet-me audio conferencing solution for small, medium or large-sized businesses. Quick Conference supports up to 200 audio conferencing ports and is the perfect solution for connecting people together quickly and simply, regardless of their location. Its reservation-less nature means that all available ports can be fully utilized and used without any pre-booking, scheduling or operator assistance, whether the user is on the move or in the office. The benefits of choosing Quick Conference over traditional outsourced conferencing services include improved control and management, ease of use, no pre-planning, and it is virtually free to run and maintain, accelerating payback in a matter of months.

User Interfaces

One of the key benefits of Quick Conference is its ease of use. Access is via an intuitive Telephone User Interface (TUI) that enables in-call features to be invoked quickly and easily with no user training required. A simple to use Graphical User Interface (GUI) provides intelligent visual conference call management for conference call moderators and system administrators.

The TUI and GUI are available in a wide range of languages. Languages can be set on a per conference call basis, making Quick Conference a truly global solution for multi-national environments or businesses.

Opening / Closing a Conference Session

As an added security measure, a participant can close the conference session to additional participants. Doing so results in subsequent attempts to use the bridge number being rejected with feedback indicating that the conference has been closed. The conference can be re-opened at any time. All participants receive an audio announcement when the conference session is closed or opened to additional participants.



it's about **YOU**

Reporting the Number of Participants

A participant is able to determine how many participants are in the conference call via the TUI. This can be a useful security tool.

The administrator or conference moderator can also use the GUI to show the number of active participants including their Calling Line ID (CLID).

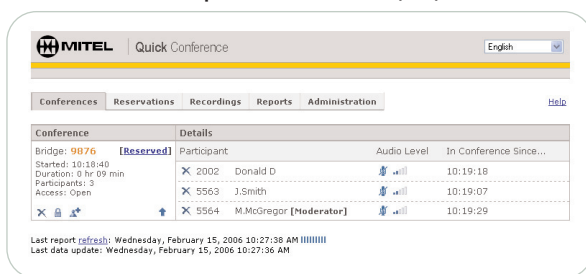
Mute / Unmute Audio

A conference call participant has the ability to mute / unmute their audio during a conference call, for example, to remove unwanted background noise. An audible announcement is provided to users to indicate that their status has been changed to mute or unmute. The administrator or conference moderator has the added benefit of invoking this feature via the GUI interface.

Call Recording

Quick Conference offers an optional call recording facility, perfect for those employees who are not able to join the meeting. A participant can start or stop the conference recording at any time during the call through the use of a DTMF code or via a GUI for the conference moderator or system administrator. An audio message lets participants know that the call is being recorded. Recordings are retrieved via a secure web page or through a link that is provided via email, playback is performed using any standard media player.

Quick Conference Graphical User Interface (GUI)



The illustration shows an example of the GUI available to the conference moderator, providing point and click control over a conference call.

Features

Mitel Quick Conference meets the demanding audio conferencing needs of business by offering a variety of user friendly and easy to use features, including:

- Support for up to 200 audio conferencing ports
- Telephone User Interface (TUI)
- Graphical User Interface (GUI) for administrator and moderator
- Mute / unmute
- Lock / unlock conference call
- Participant count
- Moderated or unsupervised calls
- Recordable greetings for moderator controlled calls
- G.711 or optional G.729 compression
- Web-based conference statistics
- Browser-based management interface (configuration, call logs, monitoring)
- Browser-based administration (for user and moderator)
- Choice of music or comfort tones for participants that are waiting for the conference call to begin
- Alarms
- Automatic Noise Reduction facility for larger conference calls

Benefits

In today's fast paced business world, people need to meet at a moments notice. Mitel Quick Conference combines a highly functional meet-me audio conferencing application with affordability. Key benefits include:

- Conferences can be assembled in an instant – allowing users to conduct business with colleagues, suppliers, and remote staff, regardless of where they are or at any time of day or night
- It's as easy to access as dialing another extension – all you need is a telephone number, and a conference ID to hold or participate in a conference call, and it's fully automated – no operators or advanced scheduling are necessary
- The number of participants in a conference call can scale in line with your specific meeting requirements – the solution scales cost-effectively from eight to 200 ports
- The solution's ease of use and flexibility increases conferencing and collaboration opportunities with colleagues, customers and suppliers, leading to improved productivity within the business

Technical specifications

Minimum hardware (server) requirements	
Item	Minimum requirement
CPU	Celeron – at least 2.53 GHz / 533Mhz FSB (note 1)
RAM	512 MB (minimum)
CD-ROM	Yes
Hard drive	20 GB
Ethernet ports	2 x 10 / 100

Note 1. The minimum requirements will support up to 36 ports. See the Quick Conference blade guide available from Mitel OnLine for more information on server compatibility and for server requirements above 36 ports.

Software requirements	
Managed Application Server software	Release 7.0.0.20 or later approved release (as indicated on Mitel OnLine)
Quick Conference software blade	Release 1.1 or above
Minimum 3300 ICP software	Release 7.0 UR1 or above
Minimum SX-200 ICP software	Not supported on the SX-200 ICP

General specifications	
Min. number of audio channels	8
Max. number of audio channels	200
Supported languages	English (NA), English (UK), French (Canadian), French (European), Dutch, Spanish (Latin America), Spanish (European), Italian, German, Chinese (Mandarin), Arabic (Voice prompts only)
Interface to the 3300 ICP	SIP
Max. number of concurrent calls	Any combination up to the maximum number of ports available
User interface	TUI or GUI (moderator or administrator only)
Management of licenses	Via Mitel AMC

MITEL it's about YOU

Companies don't make decisions, people do. That is why Mitel is leading the way toward a new and more personalized approach to communications for enterprise and small business. Our innovative solutions, applications and desktop appliances enable you to access, process and control your communications and information naturally, simply and efficiently.

Our solutions allow you to collaborate over distance and time and to interact with your customers, colleagues and partners as never before. By combining the power of voice, data and video over converged high speed networks, Mitel provides you with flexible and personalized tools that let you leverage the latest advances for personal and organizational advantage.

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GD 12165 PN 51010602RB-EN