

**To:** [REDACTED]  
**Cc:** Bella Klein [REDACTED]  
**From:** Richard Kahn  
**Sent:** Mon 7/23/2018 3:20:51 PM  
**Subject:** Fwd: Your InterCall Conferencing Account Information

Richard Kahn  
HBRK Associates Inc.

[REDACTED]

Begin forwarded message:

**From:** [REDACTED]  
**Subject:** Your InterCall Conferencing Account Information  
**Date:** July 21, 2018 at 4:04:16 PM EDT  
**To:** [REDACTED]

## Your Account Information

Richard Kahn2,

We're glad your company has chosen InterCall! This email has everything you need to get started with your InterCall conferencing services. The details listed below indicate the preferences that are currently set on your profile.

### Your Unified Meeting Account Information

Unified Meeting User login: [REDACTED]

Unified Meeting password: [REDACTED]

**Additional resources:**

Visit our [website](#) for more information, such as user guides, training, print your personal electronic wallet card and get technical support.

**Get started:**

1. To install Unified Meeting, click the **Get Started** button.
2. Follow the on-screen instructions. Enter your user login when prompted.
3. Once installed, schedule a meeting using the button or start an instant meeting by clicking the icon in your toolbar.

## Your Reservationless-Plus® Account Information



### Dial-in Numbers for International Participants

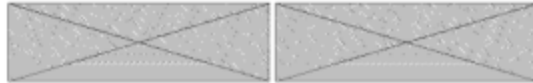
Have people joining from outside the country? View a complete list of [dial-in numbers](#).

### Additional resources:

Go to <http://www.meetingconnect.net/rphelp> for more information, including a user guide and a list of phone commands.

### Connect on the Go with MobileMeet

Download our FREE mobile app, [MobileMeet](#), so you can take your meetings on the go!



### Get started:

1. Provide participants the date and time of the meeting, the phone number and your conference code.
2. At the specified time, dial your Reservationless-Plus® phone number, then enter your conference code, followed by the pound key (#).
3. When prompted, press \*, then enter your leader's phone number by #.
4. Your participants join the conference by dialing the phone number and entering the conference code.

### Helpful Keypad Commands:

- \*0 Operator assistance – conference
- 00 Operator assistance – individual
- \*1 Dial-out to a participant – leader only
- \*2 Begin/end conference record – leader only
- \*3 Change entry/exit method (recorded name or silence) – leader only
- \*4 Private roll call
- \*5/#5 Mute/unmute all participant lines – leader only
- \*6/#6 Mute/unmute your own line
- \*7/#7 Lock/unlock conference (including operator)
- \*8 Allow/disallow conference continuation – leader only
- \*9 Start/join sub-conferencing
- 11 Third-party conference start – bypass host's call as leader
- \*51/#51 Lecture mode on/off – leader only
- #99 Disconnect all lines except leader's – leader only
- \*# Participant count
- \*\* List available keypad commands

## Customer Service Information

### General Information

Owner name: Richard Kahn2  
Company name: American Institute of Certified Public Accountants  
Owner number: [REDACTED]  
Web PIN: [REDACTED]

Customer service: (800) 896-1204

### Your InterCall Online Account Information

Schedule and manage your meetings, update contact settings, and much more with InterCall Online.

To gain access, click the link below and finish setting up your profile.

**InterCall Online:** [Create New Username and Password](#)

**Make scheduling  
meetings easier**

Download Outlook® Plug-in »

**Join meetings  
while on the road**

Download a Mobile App »

**Have questions?  
Chat with a representative**

Available Monday - Friday  
8AM - 7PM Eastern Time

**We look forward to serving your conference communication needs.**

To update your account information or for technical support, call the customer service department at the number listed above.