InterCall Conference Call

NSU has entered into an agreement with InterCall to handle conference calls. A Conference Call Bridge should be used whenever more than five callers need to be on one call. InterCall charges $.06 per minute, per call. Qwest charges $.10 per minute, per call.

Because of the NSU contract, the InterCall calls are discounted over other carrier’s services. The Qwest Conferencing Bridge is still available.

InterCall’s Reservationless-Plus system is an on-demand, audio conferencing solution that allows you to initiate a conference call at any time, any day of the week, without the need to make a reservation or rely on an operator.

The InterCall conference call bridge should be used whenever more than five callers need to be on one call. Prior to your first call to use the bridge, please call the following toll-free number to register and receive your permanent dial-in number and PIN: 800-374-2441. Plan for this process to take at least 10 minutes (prior to the time you would like your call to start and remember this only has to be done for the first conference call). When calling the number above, you will also need to reference Nova Southeastern University’s account number: 524771. Have your name, department, NSU internal account code (as provided by the Budget Department), and contact information ready.

Starting an InterCall Reservationless-Plus Conference Call

- Give your participants the date and time of your conference call, your dial-in number, conference code, and security pass code, if this option is enabled.
- At the specified time, dial your Reservationless-Plus dial-in number.
- When prompted, enter your conference code followed by the # key.
- When prompted, press the * key to identify yourself as the leader, then enter your leader PIN, followed by the # key.
- Press 1 to begin your conference, or press 2 to change your default conference options.
- If the security pass code option is enabled, you will be prompted to enter the pass code at this time.

Joining an InterCall Reservationless-Plus Conference Call

- At the specified time, dial your Reservationless-Plus dial-in number.
- When prompted, enter you conference code followed by the # key.
After completing the steps above, you will not only be able to utilize InterCall’s reservation-less plus calling, you will also never need to make another reservation or call the number above again, unless you have a question. InterCall will give you your own permanent confirmation number and PIN so that you may initiate a conference call anytime, anywhere.

If you have any questions regarding features with your account, please contact your InterCall Meeting Consultant, Malinda Shake, at mashake@intercall.com or (813) 205-5099. To contact InterCall, call 800-374-2441, visit www.intercall.com, or email info@intercall.com.