

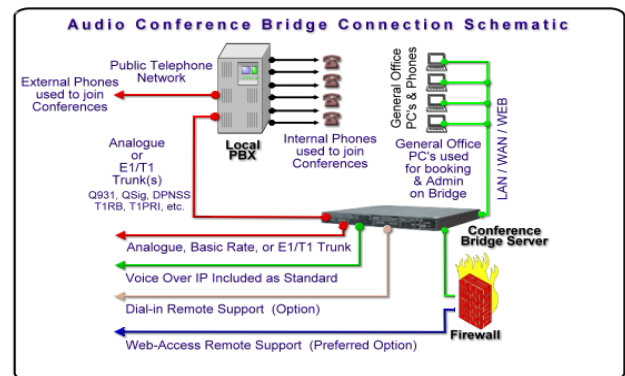
“Secure Code Access, Non-Booked Conference + Recording”

System Features

- ❑ This System operates with the absolute minimum of effort by both conference participants and technical support personnel.
- ❑ It requires no user set-up to pre-book conferences. Entry to conferences by Participants is by fixed pre-assigned Conference Codes which are allocated to Conference Organisers.
- ❑ Individuals who want to organise conferences (Conference Organisers) are allocated two five-digit Conference Codes.
Chairperson Code: Identifies the Conference Organiser
Participant Code: Given out by Conference Organiser for invited participants to use to join Conference Organiser's conference.
- ❑ Conference Codes are issued via a simple, automatic Web-Browser based interface for the creation and maintenance of users. This can operate on a 'self service' basis where new users are automatically allocated codes that are emailed to them. Codes exist for the life of a User.
- ❑ All Participants and Conference Organisers dial the same number to join a conference. The codes identify which conference they will join. An audio prompt asks the caller to enter a code. The Organiser enters **Chairperson's Code**, other participants enter the **Participant Code**.
- ❑ Upon entry into the conference, the participants hear an audio prompt, which asks them to speak their name. This recorded prompt identifies them when they join or leave a conference. This can be optionally disabled via the 'My User' Web interface.
- ❑ If a Participant is the only one present in a conference, they hear 'Music on Hold'.
- ❑ If the Conference Organiser is not present then all Participants hear 'Music on Hold'
- ❑ Procedure when Participant first dials in:
 - First, hears welcome pre-configurable message:
 - "Welcome to the Miton Systems Conference Service, please enter your Conference Code."
 - If participant enters with Valid Conference Code but Conference Organiser is not present:
 - "Conference Organiser not currently present, you will be placed on hold until they enter. [Music on hold]"
 - If participant enters with Valid Conference Code and Conference Organiser is present:
 - Spoken name as each new participant enters conference.
- ❑ There is no limit on the number of participants in each conference, other than the physical limit of the bridge. The capacity of the Bridge is allocated on a 'first-come first-served' basis. Participants can remain in a conference after the Conference Organiser has left, but no new participants can join.
- ❑ Telephone Key Press Options during a conference
 To invoke an option, the participant presses *, which then plays them a menu of options (which they can interrupt, if they know the keypress). The options available depend on whether they are an "Chairperson" or a "Participant's Code".
 - *1 mute or un-mute self.
 - *2 lock or unlock the conference. A locked conference does not allow anyone else to join. (Organiser only)
 - *3 eject the last user who joined the conference. (Organiser only)
 - *4 decrease earpiece volume (8 to exit)
 - *5 pause/restart recording (Organiser only)
 - *6 increase earpiece volume (8 to exit)
 - *7 decrease microphone volume (8 to exit)
 - 8 exit menu and return to conference
 - *9 increase microphone volume (8 to exit)
 - *0 Role call of participants

e.g. To mute/un-mute, press *1 ['*' accesses menu, '1' mutes/un-mutes]
 At any time you can **press 9** to access a dial-tone that enables you to add participants. (Configurable Option - Organiser only)

- ❑ Variable size conferences for dial-in telephone and Voice-over-IP based participants that are simple to install, operate and maintain.
- ❑ Conference Bridge Server designed, built, installed and maintained by Miton Systems.
- ❑ Consists of a single self contained unit that incorporates all the necessary components to conduct multiple Audio Conferences.
- ❑ Each System Incorporates:
 - Linux Operating System Software
 - MySQL Databases for Users, Departments, Bookings, Configuration and Audio Recordings
 - Apache Web server for remote Browser based setup and control.
- ❑ Connected into existing PBX, or direct to Public Telephone Network (Analogue or Digital), or VoIP Data Network, it comes with Integrated Voice-Over IP (VoIP) as standard.



- ❑ Participants who drop out of Conference can simply redial to rejoin following normal procedure.
- ❑ Versions also available where participants are dialled by an operator using a windows-based control screen.

Registration, Reporting and Configuration Screens

- ❑ Web-based Users Log-on permissions enable access control to Reports and administration areas.
- ❑ There are two types of login access levels.
 - User Area – access to 'My User Area'
 - Administrator Area – Access to system set-up and usage reports



Fig: 1 Login Screen

User Login Screen: The Reporting and Configuration Screens are accessed via a Web-Browser based user login screen.

Main Index: There are two levels of access to the User Options Main Index which allows access to the Reporting and Configuration Screens:

- **Conference Organiser Reports:** – Report shown for Logged-on Conference Organiser.
 - All Held Conferences on a specific day in past
 - All Held Conferences from date in past
 - Recordings save/delete and playback
 - Bridge Usage statistics for User
- **System Administration Access Area**
 - Users Database Maintenance
 - System Setup



Fig: 2 My User Area

Users Registration Area. There are two types of users, viz: Conference Organisers and System Administrators. The User Name and log-on Password are used by the User to log onto the system to view reports etc. New Users are registered with the system so that they can be automatically emailed their two Conference Codes. These Conference Codes are associated with the registered participant for the life of their registration on the system, but can be changed by them periodically..

Fig: 3 User Registration Details

Users Report Screen. This screen shows all the Users currently entered onto the Users Database.

System Control Screen: This screen enables the Chairperson to control the status of participants within their conference.

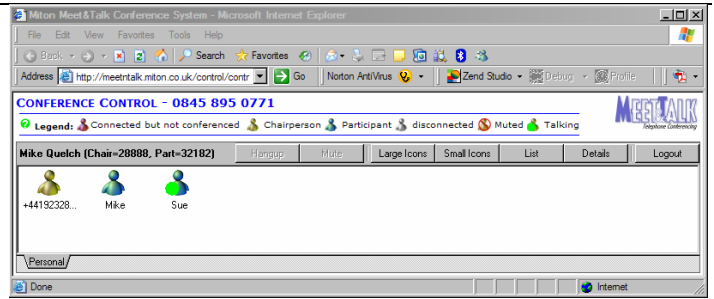


Fig: 4 Conference Control Screen

Conference Analyser Tool: Use this tool to analyse who was in the conference, and who did not arrive at the correct time to join. e.g. the Organiser was not present.

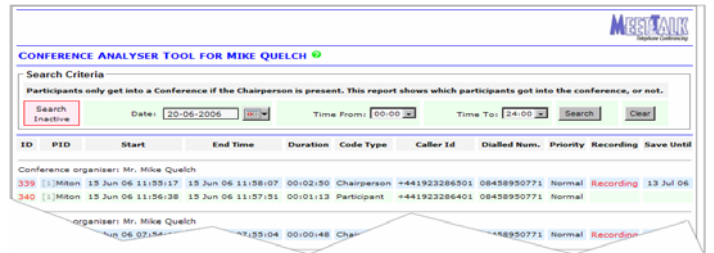


Fig: 5 Conference Analyser Tool

This Tool lets you search for a Conference by Date, Start & End Time and list the state of the participants according to the following legend.

All Recordings from Specific Date for User. This screen shows all the past recordings associated with Conferences that the User has held. Recordings are automatically set to be deleted in two weeks, but using this screen can be set to be deleted immediately, or retained for a period of up to 1 year. The User can also click on a link to the recordings and play them back over their PC interface using standard Windows tools.

Fig: 6 Recordings Management

Recording is a very useful feature for participants who miss a meeting.

Departments – the system is capable of supporting multiple departments so that users associated with each department can be isolated from each other. It is then possible to add a charging system, whereby departments are cross-billed for usage.

Incidents – The System also incorporates a system for running Incidents. This is effectively a non-user specific set of conference codes usable by all users. This is useful for organisations that manage systems that need telephone management in the event of a failure.

Access to Internet Demonstration Site, available upon request.



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