Teleconference Service: CenturyLink - Instructions for Connecting and operation

Users can test their computer/connection prior to meeting to be sure there are no issues.
Test Your Computer: http://test.callinfo.com/?host=level3

On-Demand Participant Login Information

You can copy and paste the information below into an email to your participants:

Audio Login

Toll-Free (US & Canada): 8007682983
Toll: 913.904.9867
Access Code: 9755248

Web Login

Meeting URL: https://core.callinfo.com/callme/?
ap=8007682983&ac=9755248&role=p&mode=ad
Test Your Computer: http://test.callinfo.com/?host=level3
Support: 888-447-1119 U.S. or conferencingcenter@level3.com
Access Code: 9755248

International Audio Access

International Toll-Free Numbers
https://conf.cfer.com/?
sp_id=688&comp_id=471950&an=8007682983&ac=9755248&startview=GOS&login=true

Close

(Participant)
1) Click on the following URL, enter Conferencing Number, and Access code

   Conferencing Number: 8007682983 (U.S. Domestic Toll Free)

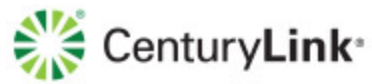   If German Use:
   Call in numbers/international

   GERMANY:
   ☑ 08000004390 (Toll Free)

   ☐ 030700150761 (Toll)

   Access Code: 9755248
   https://www.callinfo.com/prt?host=level3&an=8007682983&ac=9755248

Enter (at least required) Name – as well as other information as desired.

CenturyLink

Participant Registration

Name		Required
Email	.	
Phone		
Company		

Submit   Help

Customer Support

888-447-1119 U.S.
+1 303 389 4018 from anywhere else

Click "Download Web Meeting Plugin to download, then Open (execute the "WebMeetingPlugin.msi" file, wait for install to complete, then click the Green "Launch Conference Controls" (see below).
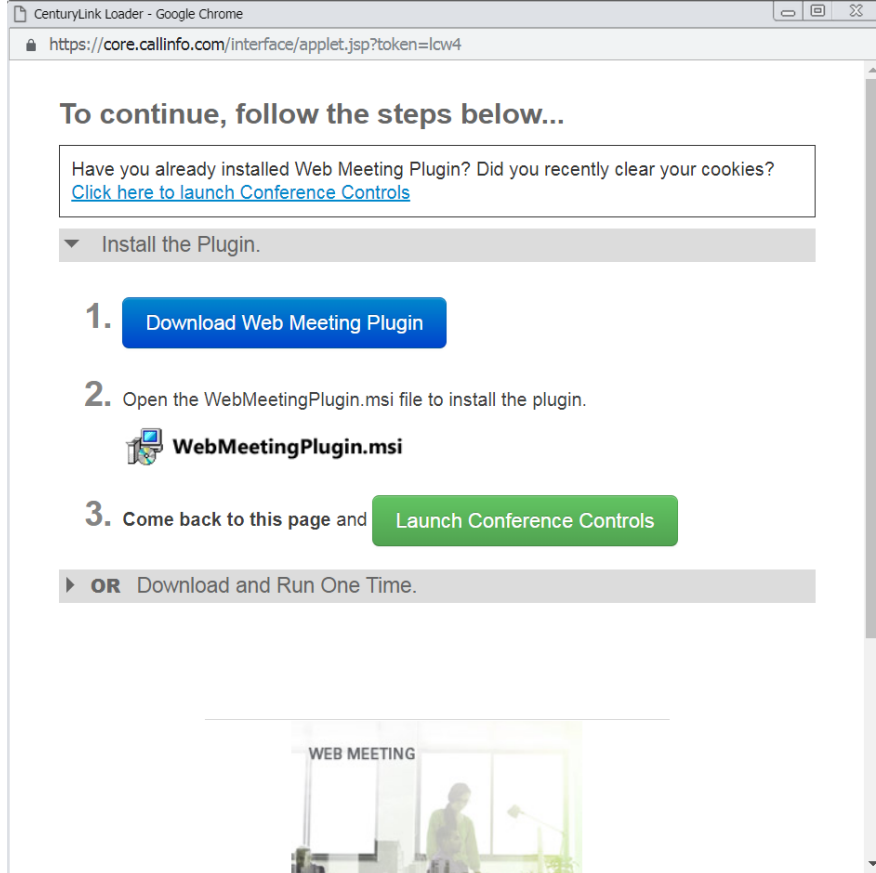
Again, install the plug-in, download, run, (or "Download and Run One Time") click green "Launch Conference Controls
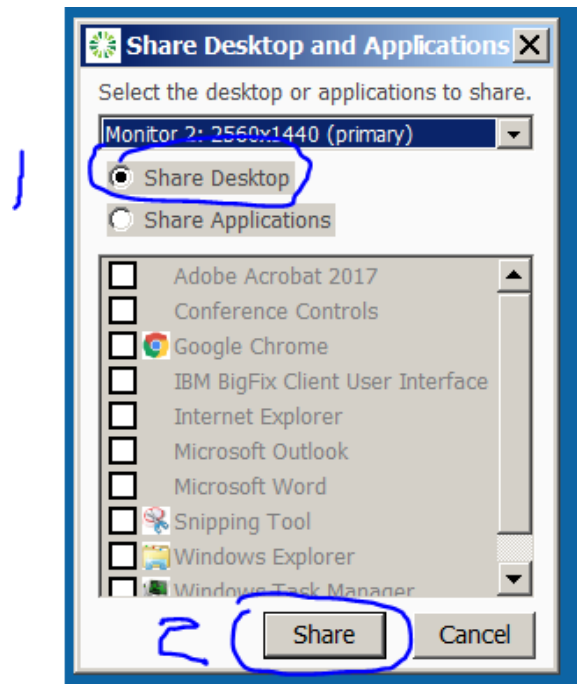
Accept

Chairperson will likely "Start Meeting" before client(s) join…
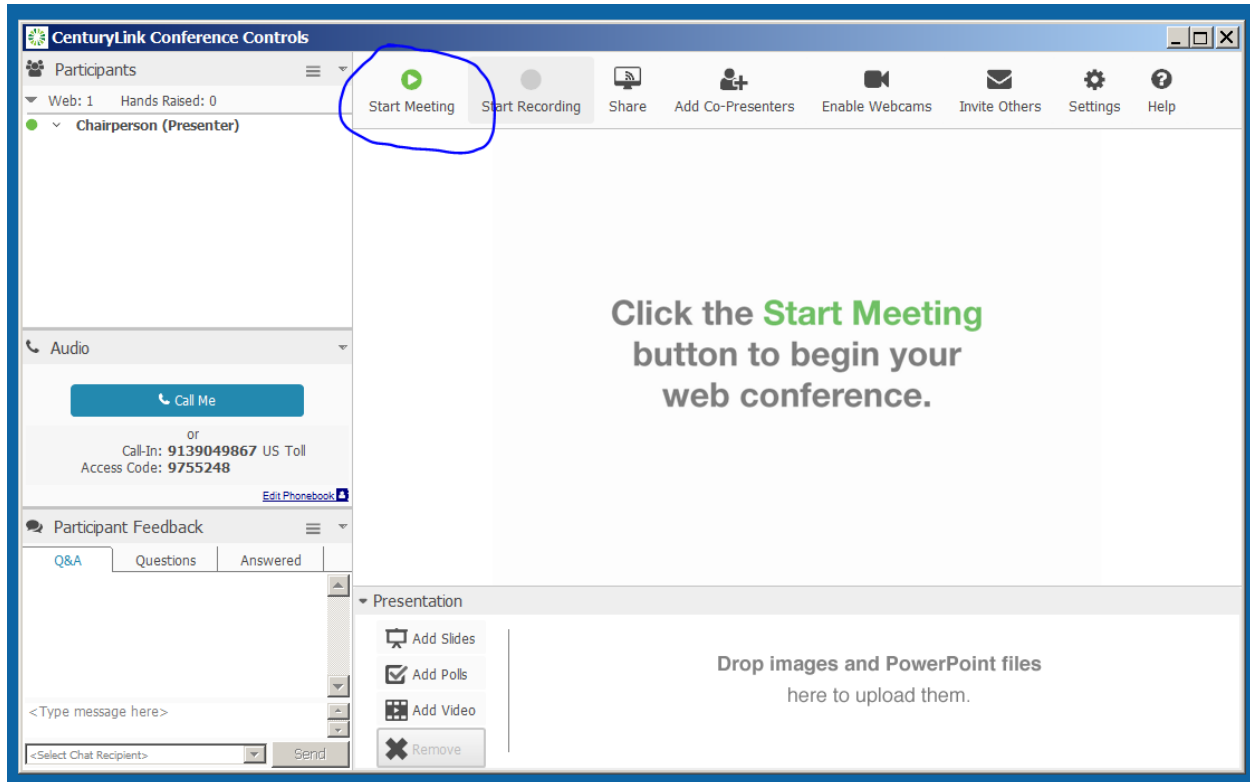
If the Chairperson has not yet started the meeting clients will see:

Once in the application: To Share your "Desktop" or specific "Applications", click radio button and click "Share"
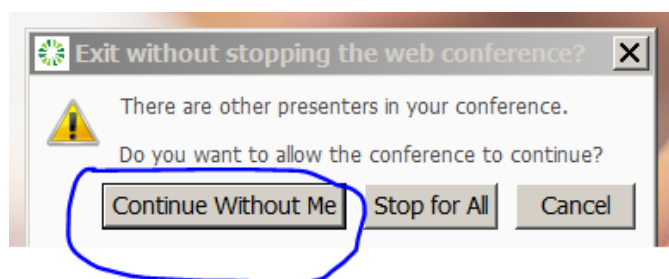

(Chairperson or person presently sharing) To make another co-presenter, share, click green arrow to "stop sharing" and then right click on participant

"Chairperson" can also promote individual to "Co-Presenter" role and leave meeting,
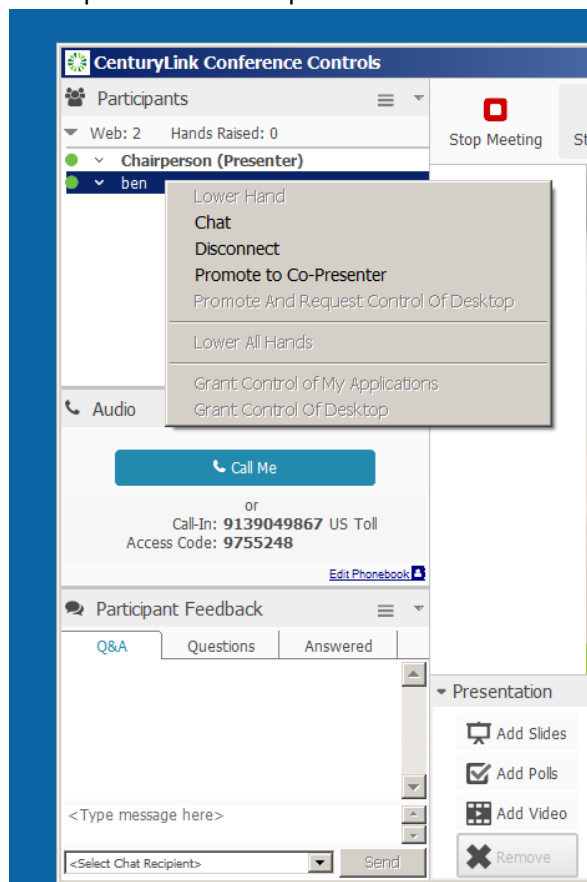
Note regarding "Co-Presenter" role; should one "Presenter" leave the meeting, simply close application and make the appropriate selection from image below:

When done, shut down everything.