

# Audio Conferencing

RingCentral conferencing empowers you to make unlimited audio conference calls. You get a single conference bridge number, available for simultaneous use by everyone in your company—anytime, anywhere.

Each user on the RingCentral phone system gets their own host and participant access code, so you and your team can hold independent conferences whenever you want. Each conference call can include up to 1,000 attendees, enabling you to hold large meetings and broadcasts.

Audio conferencing is available to RingCentral Office® customers.

## Features & benefits

### Unlimited conference calling\*

- Use conference calling right from your RingCentral Office phone system.
- Included for free with your monthly service.
- Hold any number of meetings with up to 1,000 participants per conference.

### Single conference bridge

- Easy to remember, dedicated local conference bridge for your business.

### Host and participant access codes

- Each user gets a personal host and participant access code.
- Every employee in your business can now use conferencing simultaneously.

### International numbers for easy local access

- Host or join conference from over 55 countries including the UK, Germany, Mexico, China, and Japan.

- Add-on premium conference numbers for toll-free and local conferencing are also available for up to 119 countries.

[Learn more](#)

### Full featured host privileges

- Hosts can mute participants, get caller count, record conferences, and more.

### Invite participants

- Conveniently send email or text invitations to participants with just one click, using Invite feature.

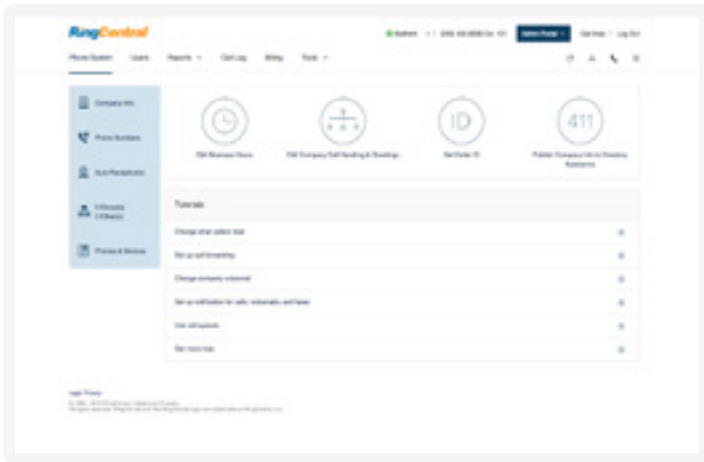
### Conference using any device

- Conference from your office with your desk phone, softphone (RingCentral Phone™ desktop app), and mobile phones (iPhone® or Android™) while on the go.
- Join as a host with one tap on your mobile phone to instantly start a conference anytime, anywhere.
- Instantly join a conference with just one tap from a text invitation, without entering a participant access code.

Unlimited access with flexible and robust features—RingCentral conferencing is designed to make your conference calls dynamic, flexible, and easy to coordinate with your employees, partners, and customers.

\*6-hour limit per conference call but no limits on number of conference calls.

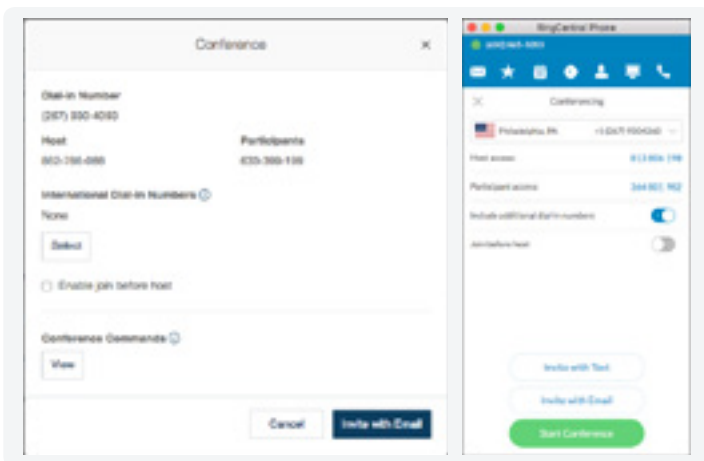
## How it works



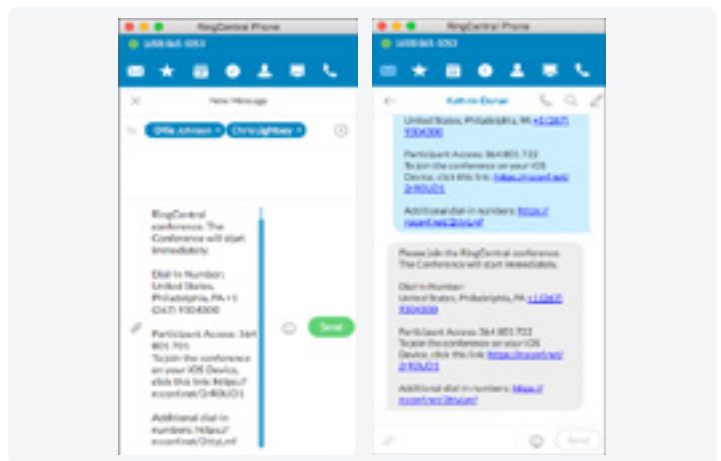
Your audio conferencing info is easy to locate, placed directly below the navigation bar of your account overview page. Click on Conference to view all the numbers you need to get started.



In the pop-up window, you'll find your conference bridge number (labeled as Dial-In Number), as well as your access codes (labeled as Host and Participants). Additionally, you can send conferencing call details to participants within over 55 countries with a few clicks, and view conference commands.



Your RingCentral conference bridge number (labeled as Dial-In Number) and access codes are available on your RingCentral Phone mobile and desktop apps. Simply tap the Conferencing icon to start a conference call or send an invitation via email or text.



Send a text or email invitation to conference participants with prepopulated information regarding your conference call. Participants can tap to instantly join a conference from a text invitation without having to enter a participant code.

For more information, please contact a sales representative. Visit [ringcentral.com](http://ringcentral.com) or call 855-774-2510.

RingCentral, Inc. (NYSE:RNG) is a leading provider of global enterprise cloud communications and collaboration solutions. More flexible and cost-effective than legacy on-premises systems, RingCentral empowers today's mobile and distributed workforce to communicate, collaborate, and connect from anywhere, on any device. RingCentral unifies voice, video, team messaging and collaboration, conferencing, online meetings, and integrated contact center solutions. RingCentral's open platform integrates with leading business apps and enables customers to easily customize business workflows. RingCentral is headquartered in Belmont, California, and has offices around the world.