You are receiving this reminder message because you have a scheduled conference through the University conference bridge service.

As previously announced, Northwestern’s conference bridge service, designed to facilitate the scheduling of telephone conference calls for faculty, staff, and students, has reached end of life and will be retired on February 15, 2011.

The legacy conferencing service was created 25 years ago to provide members of the University a means of using designated phone numbers to host conference calls with three or more callers.

However, with advances in secure conferencing-related technologies, the use of conference bridges has become obsolete and must be replaced.

A list of audioconferencing alternatives, including the use of no-cost traditional or IP-based phones is available at <http://www.it.northwestern.edu/telephone/conference.html>.

SCHEDULING FUTURE CONFERENCE CALLS

All conference calls scheduled through the conference bridge on or after February 15, 2011 will need to be rescheduled with an alternative method listed below.

Remember to provide all meeting participants with updated information about how to join your rescheduled conference call.

NO COST CONFERENCING OPTIONS

Did you know that most conference calls can be achieved by using conferencing options already available at Northwestern including traditional or IP-based desktop telephones? A three-way calling feature is programmed by default on these phones.

User guides and online training videos to help you get started are available at <http://www.it.northwestern.edu/telephone/guides.html>.

LOW COST CONFERENCING OPTION

You can also make secure conference calls with a permanent personal 800 number provided by Global Meet®, an audioconferencing service offered through Premier Global Incorporated (PGI), a preferred Northwestern vendor.
The service allows up to 125 participants per call and includes 24/7 tech on line support. Cost is based on usage starting at 1.7 cents per minute for all departments.

Requests for this service must be made by authorized CONDUITS work order contacts. A list is available at <https://conduits.it.northwestern.edu/conduits/app/web/dept/NU_wocontactlist.pshtml>.

Learn more at <http://www.northwestern.edu/uservices/purchasing/vendors/secure/pgi.html>.

LEARN MORE ABOUT THE RETIREMENT

For more information about the University conference bridge retirement, visit “What’s New and Changing with Technology @ NU” at <http://www.it.northwestern.edu/transitions/2010/conference-bridge.html>.

Please do not reply to this message. All questions should be directed to the NUIT Support Center at 847-491-HELP (4357) or <consultant@northwestern.edu>.

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