

Simplified Deluxe English USA

PUBLISHERS INSTRUCTIONS

Your BOE have determined that you qualify to listen to meetings remotely. **DO NOT SHARE** phone or pin numbers with anyone! *Sharing this information with anyone could hamper your use of this service, do NOT share this information!*

These instructions are ONLY for the person or family name shown below

The way you connect to your meeting from a remote location is very important. Follow these instructions carefully and do not deviate. There are **NO** per minute charges dialing in this way!

Internet Connections: See www.Mymeetings.org >PUBLISHERS HELP >[INTERNET CONNECTION](#)

By following these instructions carefully you help to reduce the cost of this service and save dedicated funds. When you dial in or connect by computer you **MUST** listen to the **ENTIRE** message or you will **NOT** be admittred to your meeting!

IMPORTANT: If you have **Cell or Landline Phone** **with Unlimited Long Distance (ULD)** dial the number in the **BOX** below for your language. You must always dial one of these numbers.

Dutch 720-403-9703	Italian 720-403-9706
English 213-233-3913	Portuguese (Brazil) 720-403-9701
French 720-403-9704	Portuguese (Portugal) 720-403-9702
German 720-403-9705	Spanish 213-493-0959
EMERGENCY DIAL IN NUMBER 612-808-8634	

ONLY:
LANDLINE phones with **NO ULD** _____. **CELL Phones** do **NOT** dial this number!
[Local Dial-In phone number when available]

Conference ID (_____ #) If your meeting requires a personal USER ID enter it when requested.

WAIT FOR THE PROMPT: You **MUST** enter the number of listeners at your location. PRESS the number and **#**. *If dialing in more than once during same meeting, enter the number of listeners at that time. This gives the KH attendant an accurate count of listeners in real time. Enter number of listeners to hear meeting!*

Listeners using **speakerphone**, **MUST** mute their phone for better sound quality. This will prevent your telephone microphone from picking up room sounds and shutting the speaker off, resulting in the meeting sound cutting in and out.

HEARING IMPAIRED: Dial ***83** increases your personal volume each time you dial it & ***84** decreases your volume each time you dial it. *There is NO limit on the number of times you can dial *83 increase your personal volume.*

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Join your congregation meetings by Internet!

SEE: www.MyMeetings.org > PUBLISHERS HELP > INTERNET CONNECTION